

8468 CRISIS RESPONSE

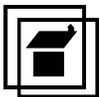
The Board of Education recognizes its responsibility to be prepared to confront circumstances in which the physical and/or mental well-being of pupils, staff and other individuals on school grounds is threatened or overtly impacted upon by an individual or group of individuals. Situations at issue include, but are not limited to, acts of terrorism, hostage situations and other threats or acts of a violent nature. The Board further recognizes there is a need to deal with the aftermath of such events and circumstances, and to contend with the psychological trauma, pain and confusion which may ensue as the result of these events.

The Board establishes through the person of the Superintendent or his/her designee, a Crisis Team whose responsibility it shall be to act:

1. As a source of information;
2. As a vehicle through which direct services may be delivered;
3. In an advisory capacity to the Superintendent, or his/her designee, and/or other agents or agencies dealing with the crisis situation.

The Crisis Team shall consist of the following membership:

1. Principal (team leader);
2. Dean of Student Activities;
3. Assistant to the Principal;
4. Teacher;
5. Substance Prevention Coordinator (back up leader);
6. School Social Worker;
7. School Psychologist;
8. School Nurse;
9. Student Assistant Counselor;



10. Supervisor of Pupil Personnel Services;
11. Guidance Counselor;
12. Class Advisor;
13. Others as deemed appropriate to the function of the Crisis Team; e.g., a fire department representative, EMT specialist, other school or community representatives.

District Spokespersons

All media information will be channeled through the Superintendent or the Principal.

Crisis Headquarters

1. Crisis coordination will take place in the high school office.
2. Counseling services will be located in the Special Services conference room in the Guidance Department and/or other areas.

Activating the Team in Time of Crisis

1. Anyone with knowledge of a crisis should call the Superintendent, the Principal, or the Assistant to the Principal.
2. The Superintendent activates the team by conferring with the Principal.
3. At the initial meeting, the team will decide on a plan of action appropriate for the emergency.
4. Decisions will be made as to whom should be notified and how.
5. A list of all emergency telephone numbers will be available, including community resources and contacts.

Evaluation

1. Evaluation of how the procedures and the team are functioning will be continuous.



2. Records will be kept in order to assess the strengths and weaknesses of the plan.
3. An evaluation of how effectively the crisis was handled will be made after the emergency/crisis has vitiated.
4. A final report will be made to the Superintendent when emergency/crisis is over.

The Crisis Team shall be convened at least on an annual basis:

1. To review established policy and procedures;
2. To orient new members as to their responsibilities;
3. To maintain and reinforce lines of communication between the various disciplines and specialists who make up the Crisis Team.

Adopted: 27 November 2000

