

# Brick Township Board of Education District Policy

**Instructional Program**

**Series 6000**

**Emergencies & Disaster Preparedness**

**Policy 6114 [M]**

Date Adopted: May 29, 2008

Date Revised: December 17, 2015

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The Superintendent of Schools shall review/update annually the plans for evacuation of buildings and for the safeguarding of human life and property.

The Superintendent of Schools shall notify the Board President or Vice President, Board Secretary/School Business Official and the proper local authorities of any emergency.

The Superintendent of Schools shall oversee development of the district-wide program for emergencies. The program shall provide for:

- Cooperation with local government agencies in developing and carrying out a community disaster plan;
- As most protection as possible for children at school and on their way to and from school;
- Training in individual self-protection and survival techniques for pupils and staff;
- Necessary training and instruction for pupils and staff so that the school emergency plan may be carried out with the greatest possible speed and safety.

### Fire Drills & Homeland Security Drills

Fire drills shall be held at least once each month for all pupils. There shall also be at least one homeland security drill per month.

The Superintendent of Schools may order a modification of the fire drills so that they may take the form of indoor drills or of rapid dismissals with outdoor clothing when low temperatures prevail.

A written statement of procedures and instructions for fire drills and homeland security drills shall be formulated by the Superintendent of Schools and disseminated to all staff.

Instruction in fire prevention shall be given and emphasized in appropriate courses in the curriculum of the school. The homeland security drill will be an exercise to respond to an emergency situation such as a non-fire evacuation, lockdown, bomb threat or active shooter situation that is similar in duration to a fire drill.

### Emergency Closing, Delayed Openings:

The Superintendent of Schools is authorized by the Board to close the schools, open them late or dismiss them early in hazardous weather or in other extraordinary circumstances that might endanger the health or safety of pupils or school employees.

Each year, parents/guardians, pupils, and staff members shall be informed in advance of how they shall be notified in the event of an emergency closing. Parents/guardians shall be required

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to make alternative arrangements for their children in case no one is home to receive the child after an unscheduled early closing.

### Crisis Reaction

The buildings shall be evacuated as per established procedures. Staff shall follow the procedures established by the Superintendent of Schools to deal with such emergencies.

### Bomb Scares

The principal shall follow procedures as set up by the Superintendent of Schools and the Brick Township Police Department. Staff shall follow the procedures established by the Superintendent of Schools to deal with such emergencies.

The Superintendent of Schools will be responsible for invoking the Emergency Operation Plan in crisis situations.

NJSA 18A:6-2 Instruction in accident and fire prevention  
18A:11-1 General mandatory powers and duties  
18A:40-12 Closing schools during epidemic  
18A:41-1 et seq. Fire drills and fire protection

NJAC 6A:16-1.4(a)14 District policies and procedures  
6A:16-5.1 et seq. School safety and security  
6A:16-6.3 Reporting students or staff members to law enforcement agencies  
6A:26-12.2 Policies and procedures for school facility operation  
8:57-1.7 Reporting of diseases occurring in schools

A Uniform State Memorandum of Agreement between Education and Law Enforcement Officials