

InterMountain Education Service District

Code: **EBC/EBCA**
Adopted: 1/19/11

Emergency Procedures and Disaster Plans

The superintendent will develop and maintain a plan specifying procedures to be used in such emergencies as disorderly conduct, unlawful assembly, disturbances at school activities, natural disasters, fire, illness or injury of a student or staff member, and use of force on school property. The superintendent will consult with community and county agencies while developing this plan.

The ESD's Emergency Procedures Plan will meet the standards of the State Board of Education.

Copies of the Emergency Procedures Plan will be available in every school office and other strategic locations throughout the ESD. Parents will be informed of the ESD's plan for the care of students during an emergency situation.

In the case of long term disruption to ESD operations as a result of a pandemic flu or other catastrophe, the ESD emergency plan shall at a minimum include the following:

1. Who is in charge of the ESD plan;
2. What steps the ESD will take to stop the spread of disease;
3. How sick students will be identified;
4. Transportation plan for sick students;
5. Disease containment measures for the ESD;
6. Communication plan for staff, students and parents;
7. Continuing education plan for students;
8. Procedures for dealing with student privacy rights;
9. Employee leave procedures during a pandemic flu or other catastrophe;
10. Employee pay and benefit plan and procedures;

11. Facility utilization by other agencies procedures;
12. Business operations plan for offsite operation or alternative measures.

END OF POLICY

Legal Reference(s):

[ORS 334.125](#)

[ORS 433.260](#)

[OAR 437-002-0161](#)

[OAR 437-002-0360](#)

[OAR 437-002-0377](#)

[OAR 581-022-0705](#)

[OAR 581-022-1420](#)

Cross Reference(s):

EEAC - School Bus Safety Program

GBE - Staff Health and Safety