

## **Emergency Procedures and Disaster Plans**

The superintendent shall develop and maintain a plan specifying procedures to be used in such emergencies as disorderly behavior, 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.

Such an emergency procedure plan shall meet the requirements of the State Board of Education minimum standards.

Copies of the emergency procedures manual shall be available in every school office and other strategic locations throughout the district. Parents will be informed of the district's plan for the care of students during an emergency situation.

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

1. Who is in charge of the district plan;
2. What steps the district 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 district;
6. Communication plan for staff, students, 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 332.107](#)

[ORS 431.035 \(5\)2\(e\)](#)

[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

JHCC - Communicable Diseases