

Emergency Drills and Bomb Threats

The superintendent of schools shall instruct principals of each school to take appropriate measures to comply with all laws and regulations concerning fire drills, prevention, and hazard. The principal shall instruct and supervise custodial and other staff in the elimination of fire hazards and call to attention to the superintendent any hazards that cannot be corrected at the local school level.

All principals shall conduct fire drills as required by the WV State Fire Marshal's Office and to see that her/his building is in compliance with the requirements of the Fire Marshal's Office.

In addition to the required drills, all Braxton County schools shall regularly instruct pupil about fire prevention and relevant actions.

Bomb Threats

In the event of a call or notice to the effect that a bomb or other dangerous device(s) have been placed in a school, the following procedures will be followed:

1. Timely evacuation of the building(s)
2. If the call was not received through law enforcement, immediately notify appropriate law enforcement agencies.
3. Notify the superintendent of schools
4. A search of the building and/or premises should be conducted under the direction of the principal/assistant. All administrators, custodians, and teachers not assigned students at that time should assist in the search.
5. Circumstances will dictate whether any strange or foreign objects should be removed immediately or left for removal by a qualified person.
6. If a thorough search has been conducted and nothing found, the principal/assistant should announce that re-entry to the facility will be permitted. If local protective agencies/departments are on the scene, the principal/assistant shall not order re-entry until given the clearance by the appropriate administrative office of the responding agency.
7. The local police assisted by the State Fire Marshal's Office, if requested, should make an investigation of the incident.

Any decision concerning the dismissal of school and subsequent action after the above procedures have been followed is the responsibility of the superintendent. The superintendent shall brief the Board of the situation as soon as possible.

Ref: Board Minutes; 04-16-2002

Braxton County Schools