

<b>Harrisburg School District</b>	<b>NEPN Code: EBC</b>
<b>Policy Manual</b>	

**EMERGENCY PLANS**

Advance planning for emergencies and disasters is essential to provide for the safety of students and staff; it also strengthens the morale of all concerned to know that preparedness plans exist and that students and staff have been trained in carrying out the plans.

The Superintendent and/or Administrator Designee will develop and maintain a Crisis Procedure Manual containing emergency plans that meet the requirements for preparedness in case of fire, civil emergencies, and natural disasters, along with a record showing the dates and times of drills conducted.

The Crisis Procedure Manual for the district schools will be the official guide for the district in case of fire, civil emergencies, and natural disasters. All personnel and students will follow policies and procedures set forth in the guide.

Building principals will meet all requirements for conducting fire and emergency drills to give students practice in moving with orderly dispatch to designated areas under emergency conditions, and the staff practice in carrying out their assigned responsibilities for building evacuation. Principals at each individual school will keep on file a record showing the dates and times of drills conducted.

Adopted:

Revised: