

# Board Policy

Code No. 507.5

## EMERGENCY PLANS AND DRILLS

Students will be informed of the action to take in an emergency. Emergency drills for fire, weather, and other disasters shall be conducted each school year. Fire and tornado drills shall be each conducted regularly during the academic school year with a minimum of at least two (2) before December 31 and two (2) after January 1. Once per year, each building will conduct a lockdown drill, ALICE simulation, and bus evacuation. In addition each building will conduct one of the following drills annually:

- Shelter in Place
- Public Health
- Reverse Evacuation
- Family Reunification

Each attendance center will develop and maintain a written plan containing emergency and disaster procedures. The plan will be communicated to and reviewed with employees. Employees will participate in emergency drills. Licensed employees are responsible for instructing the proper techniques to be followed in the drill.

School district personnel shall participate in emergency drills.

*Legal Reference:* Iowa Code § 100.31 (2013).  
281 I.A.C. 41.25(3).

*Cross Reference:* 507 Student Health and Well-Being  
711.7 School Bus Safety Instruction  
804 Safety Program

*Approved:* August 1, 1988

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