

Adopted: 1998

Revised: 2001, 2004, 2007, 2010, 2013

810 CRISIS MANAGEMENT PLANS and WARNING SYSTEMS

I. PURPOSE

The purpose of this policy is to provide general guidelines for and assure the development of plans to provide direction to school employees and students when faced with emergency situations.

II. GENERAL STATEMENT OF POLICY

The Superintendent shall be responsible for directing the development of a comprehensive Crisis Management Procedure that will serve as a guide for building administrators to develop building specific plans. The Board recognizes that the each facility is unique and requires an individualized plan to safeguard its employees, students, parents and the general public.

III. GENERAL PROVISIONS OF THE CRISIS MANAGEMENT PLAN

- A. The Crisis Management Plan shall conform to state and federal laws, Minnesota Department of Education rules, and guidelines set forth by the Minnesota Department of Public Safety, Division of Emergency Services.

The Crisis Management Plan shall be compatible with those of the City of Hutchinson and McLeod County. Appropriate officials from the local municipalities shall be requested to review and comment on the Crisis Management Plan during the development process and to changes made after implementation.

- B. The Crisis Management Plan shall address, but not be limited to, the following emergency situations:
1. Fire
 2. Severe Weather
 3. Assault/Fight
 4. Bomb Threat
 5. Demonstration or Disturbance
 6. Hazardous Materials
 7. Intruder/Hostage
 8. Serious Injury/Death
 9. Shooting
 10. Suicide
 11. Terrorism
 12. Weapons

- C. Employees, to include substitutes, shall receive a copy of the Crisis Management Plan for the Building(s) in which they work and shall receive training annually on plan implementation. Employees shall participate in a required number of drills and practice sessions throughout the school year.
- D. Students shall receive specific instruction on plan implementation, and shall participate in a required number of drills and practice sessions during the school year.
- E. Parents and the general public shall be made aware of the existence of the Crisis Management Plan but not its specific contents.
- F. Groups or individuals who rent or utilize the District's facilities shall be made aware of the existence of the Crisis Management Plan.

IV. WARNING SYSTEMS

- A. The School District shall maintain a warning system designed to inform students, employees, and visitors in the facilities or on the grounds of an emergency.
- B. It shall be the responsibility of the building principal to inform students and employees of the warning system and the means by which the system is used to identify the specific type of emergency involved.

V. CRISIS RESPONSE TEAMS

- A. Each school administrator shall develop and train a crisis response team for his/her building to provide both investigative and counseling assistance to students, employees and community members in the wake of a disaster or emergency situation.

Legal References: MS 121A.035, MS 121A.06, MS 299F.30, and MS 609.605

Cross References: Procedure 810-P