

EMERGENCY & DISASTER PLANS

1. In cases of emergencies, disruptions, disasters, or other crises, the Superintendent is to serve as the spokesperson for the District. All questions from the media or other institutions are to be referred to the Superintendent or designee.
2. The School District of Brodhead will cooperate with local, state, and national officials in regard to the use of the District's buildings in case of a natural disaster or any emergency.
3. Buildings Principals, in cooperation with the Building & Grounds Supervisor, are to develop building contingency plans for evacuation of each building in case of fire or other threat to the occupants. Staff and students are to receive instruction annually regarding these plans. Fire drills are to be conducted in accordance with state law.
4. Building Principals, in cooperation with the Building & Grounds Supervisor, are to develop building plans for the safety of students and staff in weather emergencies. Staff and students are to receive instruction annually regarding these plans.
5. The District's emergency procedures and plans are covered in detail in the District Crisis Plan. All staff members will receive a copy of this plan, and its contents will be reviewed periodically with staff by the building principals.
6. The District Crisis Plan will be periodically reviewed, and updated as necessary, by the Administrative Team.
7. Each Building Principal will designate a crisis team in his/her building to manage any crisis situation. The principal will head this team. Other suggested members include: counselors, clergy, psychologists, outside agency personnel, and other selected staff. This crisis team will be an ongoing organizational structure to deal with emergencies, disruptions, disasters, and other crisis as needed. Staff development opportunities will be provided for members of each crisis team.

LEGAL REF: WI. ST. 120.12 (1)

Adopted: \_\_\_\_\_

Last Revision: September 10, 2003

Last Review: January 11, 2017

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