

Series 6000 – Instruction

1. Elementary and Secondary

A. Schedules

(4) Emergencies and Disaster Preparedness

(c) Bomb Threats

In the event that a phone call or other notice is received indicating that a bomb has been placed in a school, the following procedures which have been developed in cooperation with local police and fire officials shall be followed:

- A. The person receiving the threat will document and immediately notify the principal/designee.
- B. Students and staff will evacuate the building according to a plan designed by the principal/designee.
- C. Fire and police officials will be notified of the threat.
- D. The building and/or premises will be searched under the direction of a fire or police official in conjunction with school personnel.
- E. If a thorough search has been conducted and nothing found, the feasibility of returning students and personnel to the building will be evaluated by the fire or police official, subject to final approval by the superintendent/designee.
- F. Students who leave school without permission will be subject to disciplinary action.
- G. Investigation of the bomb threat will be made by school officials and local police and fire departments in cooperation with other appropriate agencies.