Note: 5 CCR 560 mandates the Board to adopt policy for use by district schools in formulating individual civil defense and disaster preparedness plans.

The Governing Board recognizes that all district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, and threats of disaster.

The Superintendent or designee shall develop and maintain a district disaster preparedness plan which details provisions for handling all emergencies and disasters and which shall be included in the district’s comprehensive school safety plan. *(Education Code 32282)*

*(cf. 0450 - Comprehensive Safety Plan)*
*(cf. 3516.3 - Earthquake Emergency Procedure System)*

The Superintendent or designee shall also develop and maintain emergency plans for each school site.

In developing the district and school emergency plans, the Superintendent or designee shall collaborate with city and county emergency responders, including local public health administrators.

The Superintendent or designee shall use state-approved Standardized Emergency Management System guidelines and the National Incident Command System when updating district and site-level emergency and disaster preparedness plans.

The Board shall grant the use of school buildings, grounds, and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board shall cooperate with such agencies in furnishing and maintaining whatever services they deem necessary to meet the community’s needs. *(Education Code 32282)*

*(cf. 1330 - Use of School Facilities)*

School employees are considered disaster service workers and are subject to disaster service activities assigned to them. *(Government Code 3100)*

*(cf. 4112.3 / 4212.3 / 4313.3 - Oath or Affirmation)*
*(cf. 4119.3 / 4219.3 / 4319.3 - Duties of Personnel)*
EMERGENCIES AND DISASTER PREPAREDNESS PLAN (continued)  BP 3516

Legal Reference:

EDUCATION CODE
32001 Fire alarms and drills
32040 Duty to equip school with first aid kit
32280-32289 School safety plans
32290 Safety devices
38132 Mass care and welfare shelters
39834 Operating overloaded bus
46390-46392 Emergency average daily attendance in case of disaster
49505 Natural disaster; meals for homeless students; reimbursement

GOVERNMENT CODE
3100 Public employees as disaster service workers
8607 Standard emergency management system

CODE OF REGULATIONS, TITLE 5
550 Fire drills
560 Civil defense and disaster preparedness plans

CODE OF REGULATIONS, TITLE 19
2400-2450 Standardized Emergency Management System Regulations

UNITED STATE CODE, TITLE 42
12101-12213 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS
Avian Influenza, Governance and Policy Services Fact Sheet, April 2006
911! A Manual for Schools and the Media During a Campus Crisis, 2001

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS
Pandemic Influenza Planning Checklist, 2006

CONTRA COSTA COUNTY OFFICE OF EDUCATION
Pandemic Flu School Action Kit, June 2006

GOVERNOR’S OFFICE OF EMERGENCY SERVICES
School Emergency Response: Using SEMS at Districts and Sites, June 1998

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Practical Information on Crisis Planning: A Guide for Schools and Communities, May 2003

WEBSITES
CSBA:  http://www.csba.org
American Red Cross:  http://www.redcross.org
California Department of Education, Crisis Preparedness:
http://www.cde.ca.gov/ls/ss/cp
California Office of Emergency Services:  http://www.oes.ca.gov
California Seismic Safety Commission:  http://www.seismic.ca.gov
Centers for Disease Control and Prevention:  http://www.cdc.gov
Contra Costa County Office of Education, Pandemic influenza resources:
http://www.cccoe.k12.ca.us/about/flu/resources_flu_action_kit
U.S. Department of Education, Emergency Planning:
http://www.ed.gov/admins/lead/safety/emergencyplan