CHESTER COUNTY INTERMEDIATE UNIT 24

SECTION: OPERATIONS

TITLE: EMERGENCY PREPAREDNESS

ADOPTED: January 19, 2011

REVISED:

	805. EMERGENCY PREPAREDNESS
1. Purpose	The Board recognizes its responsibility to safeguard the health and welfare of Intermediate Unit students and employees. Therefore, the Board shall provide the facilities, equipment and training necessary to minimize the effects of all hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, terrorism, communicable diseases and pandemics. Advance planning and comprehensive implementation are key components in ensuring the protection of the Intermediate Unit community.
2. Authority 35 Pa. C.S.A. Sec. 7701	The Intermediate Unit, in cooperation with the local Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response plan and critical incident recovery plans, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable state requirements. The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health and the Pennsylvania Department of Education. Due to the widely varying types of buildings and programs operated by the Intermediate Unit, critical incident recovery plans may differ among buildings and programs based on factors such as the nature and ages of students served, building enrollment and other substantially defining features. Critical incident recovery plans shall focus on prompt return to full service for instructional and operational activities.
SC 1517, 1518 35 Pa. C.S.A. Sec. 7701	The Board shall ensure that emergency and evacuation drills are conducted at intervals required by state law.
3. Delegation of Responsibility	The Executive Director or designee shall collaborate as appropriate and necessary with relevant stakeholders, including parents/guardians, staff, community agencies and first responders, during the development and implementation of critical incident recovery plans for all Intermediate Unit buildings and programs.

	The Executive Director or designee shall implement a communication system to notify parents/guardians of the evacuation of students and to alert the entire Intermediate Unit community when necessary.
4. Guidelines 35 Pa. C.S.A. Sec. 7701	Critical incident recovery plans shall be reviewed at least biannually and modified as necessary. A copy of the plan shall be provided to the county Emergency Management Agency and communicated to students, parents/guardians, relevant stakeholders, and the community. Continuity Of Student Learning/Core Operations
35 Pa. C.S.A. Sec. 7701	In the event of an emergency, local, county or state officials may require that the Intermediate Unit be closed to serve as a mass-care facility or to mitigate the spread of infection or illness. Local, county or state officials may also utilize Intermediate Unit-owned buses and other transportation vehicles. The Intermediate Unit shall make provisions in critical incident recovery plans for the continuity of student learning during facility closings or excessive absences. Such alternatives may include: 1. Web-based Intermediate Unit instruction. 2. Telephone trees. 3. Mailed lessons and assignments. 4. Instruction via local television or radio stations. Critical incident recovery plans may also identify alternative locations, temporary sites and sources of temporary facilities for conducting instructional and operational activities in the event one or more facilities are unusable. The continuity of core operations such as payroll and ongoing communication with students and parents/guardians shall be an essential part of critical incident recovery plans. Education Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.