BOMB THREATS

Policy Statement

The Eastern School Board will ensure that bomb threats are considered serious and take every precaution to ensure the safety of all building occupants. The Eastern School Board shall establish procedures to provide for a safe, appropriate and consistent approach to dealing with bomb threats throughout the schools and properties of Eastern School District.

Rationale

The Eastern School Board's prime concern is the safety of the students, staff and members of the public that use our schools. Therefore, all bomb threats shall be treated seriously.

Scope

This policy applies to all students, employees, visitors and properties under the Eastern School District.

Procedures

1. The Eastern School District will establish Administrative Regulations that govern the application of this policy.

2. The Administrative Regulations will be reviewed annually by the CEO/Director of Education in collaboration with the District Administrative Staff.

3. The Principal/designate and all staff shall respond to all bomb threats in a prudent and expeditious manner by notifying the local emergency response authorities, the CEO/Director of Education and the Communications Manager.

4. All schools will prepare a response plan for the event of a bomb threat consistent with the Administrative Regulations associated with this policy.

5. All schools will respond to a bomb threat consistent with the Administrative Regulations associated with this policy.

6. The Principal is responsible for ensuring that all pertinent information related to the bomb threat is recorded, stored and filed for future reference.

7. In the case of a bomb threat being received by the school, the Principal will inform parents/guardians of the bomb threat and the action taken.