



POLICY 2.381

5-B I recommend that the Board approve development of the proposed **revised** Policy 2.381, entitled “Emergency Evacuation Drills.”

[Contact: James P. Kelly, PX 48435.]

Development

CONSENT ITEM

- The purpose of this policy is to provide for the emergency evacuation drills and procedures, for actual emergencies, including, but not limited to fires, natural disasters, and bomb threats for all Palm Beach County public schools, including the scheduling, in accordance with Sections 1001.43(7) and 1006.07(4), Fla. Stat. and other laws.
- The Superintendent or designee shall ensure schools have implemented procedures for the handling of school emergencies, which include a plan for the prompt and safe evacuation of the schools and safe dispersal of students from School Board property which shall be practiced in such emergency drills conducted in accordance with law.
- The superintendent or designee shall annually review and communicate to schools/departments procedures for fire exit or emergency evacuation drills and other hazard precautionary measures as applicable.

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EMERGENCY EVACUATION DRILLS

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3 1. **Purpose.** The purpose of this policy is to provide for the emergency evacuation
4 drills and procedures, for actual emergencies, including, but not limited to fires,
5 natural disasters, and bomb threats for all Palm Beach County public schools,
6 including the scheduling, in accordance with Sections 1001.43(7) and 1006.07(4),
7 Fla. Stat. and other laws.
- 8 2. **Definitions.**
 - 9 a. “Emergency” means any occurrence, or threat thereof, whether natural,
10 technological, or manmade, which results or may result in substantial injury or
11 harm to the population of the school community, or substantial damage to or
12 loss of School Board property.
- 13 3. **Policy Statement.** The School Board of Palm Beach County (School Board)
14 desires to ensure that the health, welfare and safety of all students and employees
15 are safeguarded at all times while on school board property; the time necessary
16 for instructional purposes is not unduly diverted; minimum disruption to the
17 educational program occurs; and students are helped to learn self-reliance and
18 trained to respond sensibly to emergency situations.
 - 19 a. The Superintendent or designee shall ensure schools have implemented
20 procedures for the handling of school emergencies, as provided for herein,
21 which include a plan for the prompt and safe evacuation of the schools and
22 safe dispersal of students from School Board property which shall be practiced
23 in such emergency drills conducted in accordance with law and as provided for
24 herein.
 - 25 b. The superintendent or designee shall annually review and communicate to
26 schools/departments of the School District procedures for fire exit or
27 emergency evacuation drills and other hazard precautionary measures as
28 applicable, in accordance with Florida law.
 - 29 c. The principal of each school shall be responsible for managing and enforcing
30 emergency evacuation drills as provided in this policy.
 - 31 d. **Fire and Emergency Drills.**
 - 32 i. Fire and emergency drills shall be in compliance, as applicable, with the
33 requirements of National Fire Protection Association, Inc.(NFPA) 101 Life
34 Safety Code Sections 4.7 (Fire Drills), 14.7.2 (Emergency Egress and

35 Relocation Drills for New Educational Occupancies), and 15.7.2
36 (Emergency Egress and Relocation Drills for Existing Educational
37 Occupancies).

38 ii. A total of ten (10) **fire drills** (shall be conducted each school year for
39 each school center. Two (2) of these fire drills must be held during the
40 first thirty (30) days of the school term.

41 iii. Two (2) **tornado drills** are required annually for each school center.. One
42 drill should be scheduled during the month of September and the second
43 drill should coincide with the annual tornado drill conducted by
44 Emergency Management. School Police will issue a Bulletin with the date
45 for the second tornado drill.

46 iv. All school centers and support facilities are required to conduct **Code**
47 **Red** (lock-down) and **Code White/Blue** (evacuation) drills once each
48 semester. Semester One drills must be held prior to October 31st of each
49 year and Semester Two drills must be held in the month of January of
50 each year.

51 e. **Reporting.** Emergency and crisis drill reports shall be made in the manner
52 and format required by the School District to record information identifying the
53 drill.

54 1. ~~The superintendent shall annually review, establish and communicate countywide~~
55 ~~procedures for fire exit or emergency evacuation drills and other hazard~~
56 ~~precautionary measures as applicable, in accordance with Florida Statutes and~~
57 ~~State Board of Education Regulations.~~

58 STATUTORY AUTHORITY: Fla. Stat. §§ ~~230.22~~, 1001.32(2), 1001.41(1) & (2), 1001.42
59 (25)

60 LAWS IMPLEMENTED: Fla. Stat. §§ ~~230.22, 633.0215~~, 1001.32(2), 1001.43(1),
61 1013.12

62 HISTORY: 2/18/72; 6/25/75; ___/___/2011

Legal Signoff:

The Legal Department has reviewed proposed Policy 2.381 and finds it legally sufficient for development by the Board.

Attorney

Date