



SCHOOL BOARD OF BREVARD COUNTY, FLORIDA
School Board Policy Executive Summary
 Form D

Policy Number:	8420
Title of Policy:	Emergency Evacuations of Schools
Cabinet Member:	Robin Novelli, Chief Operating Officer, District Operations
Purpose of Revisions:	The purpose of the proposed revisions to the policy is to ensure compliance with all applicable federal and state laws, Florida State Board of Education Rules, Board policies, administrative rules, procedures, and guidelines. In addition, the proposed revisions promote transparency and accountability.
Tentative Schedule:	<ul style="list-style-type: none"> • Cabinet – 4/6/20 • Work Session – 5/12/20 • Rule Development Workshop – 6/16/20 • School Board Meeting Information – 6/16/20 • School Board Meeting Approval – 6/30/20 • Effective Date – upon approval
Summary of Proposed Policy Revisions:	<ul style="list-style-type: none"> • This policy is being revised to clarify the procedures regarding staff handling of emergency management and emergency preparedness and other changes in compliance with applicable Florida law. • Particular areas of revision include the following: staff consulting with appropriate public safety agencies during emergencies, staff critical incident trainings and drills for each schools, revisions as needed to the School Emergency Operations Plans (SEOP's), and updates to the list of emergency response agencies and employee responsibilities. • These proposed revisions encompass the suggested language from NEOLA.
Specific Authority:	§§633.202, 1001.43, 1006.07, 1013.13; F.S. Fire Code (NFPA 1), Life Safety Code (NFPA 101)
Next Steps:	<ul style="list-style-type: none"> • Revisions to internal procedures • Training for BPS employees regarding revisions to policy and revised procedures

**Current
Version**

8420 - EMERGENCY EVACUATION OF SCHOOLS

The Board recognizes that its responsibility for the safety of students extends to possible natural and man-made disasters and that such emergencies are best met by preparedness and planning.

The Board authorizes a system of emergency preparedness which shall ensure that:

- A. the health and safety of students and staff are safeguarded;
- B. embraces a collaborative effort with community emergency responders;
- C. the time necessary for instructional purposes is not unduly diverted;
- D. minimum disruption to the educational program occurs;
- E. students are helped to learn self-reliance and trained to respond sensibly to emergency situations;
- F. the system is supported by ongoing training that will include practical application and appropriate "drills" as required by F.S. 1001.42;
- G. evacuation drills should represent actual emergencies, including, but not limited to firearm, natural disasters, and bomb threats, and acts of terrorism;
- H. floor plans of each school must be provided to all community emergency responders in support of evacuation procedures.

All threats to the safety of District facilities shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness.

The Superintendent shall develop administrative procedures for the handling of all emergency evacuations.

Neola Template

REVISED POLICY - VOL. 19, NO. 1 (SEPTEMBER, 2019)

8420 - EMERGENCY MANAGEMENT, EMERGENCY PREPAREDNESS, AND EMERGENCY RESPONSE AGENCIES

Emergency Management and Emergency Preparedness

The School Board recognizes that its responsibility for the safety of students and staff requires that it formulate and prescribe in consultation with appropriate public safety agencies emergency management and emergency preparedness procedures for all public schools in the District, including emergency notification procedures for life-threatening emergencies, including, but not limited to, fires; natural disasters; bomb threats; weapon-use, hostage and active shooter situations; hazardous materials or toxic chemical spills; weather emergencies, including hurricanes, tornadoes, and severe storms; and exposure as a result of a manmade emergency and that such emergencies are best met by preparedness and planning.

The active shooter situation training for each school must engage the participation of the School Safety Specialist, threat assessment team members, faculty, staff, and students and must be conducted by the law enforcement agency or agencies that are designated as first responders to each school's campus.

Pursuant to Policy 8405 - School Safety and Security, the Superintendent (in conjunction with the School Safety Specialist) shall develop, and revise as necessary, a School Safety Plan to provide for the safety and welfare of the students and staff, as well as a system of emergency preparedness and accompanying procedures that provide for the following:

- A. a listing of the commonly used alarm system response for specific types of emergencies and verification by each school that drills have been provided as required by law and fire protection codes;
- B. the health and safety of students and staff are safeguarded;
- C. embraces a collaborative effort with community emergency responders;
- D. the time necessary for instructional purposes is not unduly diverted;
- E. minimum disruption to the educational program occurs;
- F. students are helped to learn self-reliance and trained to respond sensibly to emergency situations;
- G. the system is supported by ongoing training that will include practical application and appropriate "drills" as required by F.S. 1001.42;
- H. evacuation drills should represent actual emergencies, including, but not limited to firearm, natural disasters, and bomb threats;
- I. **emergency egress and relocation drills (including, but not necessarily limited to, fire drills) in accordance with the requirements of the Florida Fire Prevention Code, the Fire Code (NFPA 1), and the Life Safety Code (NFPA 101);**
- J. drills for active shooter and hostage situations shall be conducted at least as often as other emergency drills; **and**
- K. floor plans of each school must be provided to all community emergency responders in support of evacuation procedures.

All threats to the safety of District facilities, students and staff shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness. Any aspect of the emergency preparedness plan and/or procedures that are included in the School Safety Plan shall remain confidential and exempt from public records disclosure in accordance with State law.

The Superintendent, as part of the development of the emergency preparedness plan and procedures, shall establish a schedule to test the functionality and coverage capacity of all emergency communication systems and determine if adequate signal strength is available in all areas of school campuses.

List of Primary Emergency Response Agencies

The primary emergency response agencies that are responsible for notifying the District for each type of emergency are as follows:

A. Fires:

B. Natural Disasters:

C. Bomb Threats:

D. Weapon-Use, Hostage, and Active Shooter Situations:

E. Hazardous Materials or Toxic Chemical Spills:

F. Weather Emergencies, Including Hurricanes, Tornadoes, and Severe Storms:

G. Exposure as a Result of a Manmade Emergency:

The individual(s) responsible for contacting the primary emergency response agencies listed above are as follows:

A. [] _____;

B. [] _____;

C. [] _____.

The Superintendent shall develop administrative procedures for the implementation of this policy.

Florida Fire Prevention Code (F.S. 633.202)

F.S. 1001.43

F.S. 1006.07

F.S. 1013.13

Fire Code (NFPA 1)

Life Safety Code (NFPA 101)

© Neola 2018

Legal References

Florida Fire Prevention Code (F.S. 633.202)

F.S. 1001.43

F.S. 1006.07

F.S. 1013.13

Fire Code (NFPA 1)

Life Safety Code (NFPA 101)

Cross References

 po7440.01 - PROTECTION OF PERSONNEL AND PROPERTY

 po8405 - SCHOOL SAFETY AND SECURITY

 ap8420 - EMERGENCY PROCEDURES

 ap8420A - SEVERE WEATHER AND TORNADOES

**Redline
Draft**

BPS Current

8420 - EMERGENCY EVACUATION OF SCHOOLS MANAGEMENT, EMERGENCY PREPAREDNESS, AND EMERGENCY RESPONSE AGENCIES

A. Emergency Management and Emergency Preparedness.

1. The Board recognizes that its responsibility for the safety of students ~~extends to possible natural and -staff requires that it formulate and prescribe, in consultation with appropriate public safety agencies, emergency management and emergency preparedness procedures for all public schools in the District, including emergency notification procedures for life-threatening emergencies, including, but not limited to, fires; natural disasters; bomb threats; weapon-use, hostage, and active assailant situations; hazardous materials or toxic chemical spills; weather emergencies, including hurricanes, tornadoes, and severe storms; and exposure as a result of a man-made disasters emergency~~ and that such emergencies are best met by preparedness and planning.
2. ~~Critical incident training/drills for each school must engage the participation of the Safe School Officer (ex. School Resource Officer (SRO) or Specialist – Safety and Security), threat assessment team members, staff, and students and must be facilitated by the law enforcement agency or agencies that are designated as first responders to each school's campus.~~
- 2.3. Pursuant to Policy 8405, the Superintendent (in conjunction with District Security, school administration, and the Safe School Officer) shall create, and revise as necessary, a School Emergency Operation Plan (SEOP) to provide for the safety and welfare of the students and staff, as well as, a system of emergency preparedness and accompanying procedures that provide for the following:
 - a. verification by each school that drills have been provided as required by law and fire protection codes;
 - a.b. the health and safety of students and staff are safeguarded;
 - b.c. embraces a collaborative effort with community emergency responders;
 - e.d. the time necessary for instructional purposes is not unduly diverted;
 - d.e. minimum disruption to the educational program occurs;
 - e.f. students are helped to learn self-reliance and trained to respond sensibly to emergency situations;
 - f.g. the system is supported by ongoing training that will include practical application and appropriate "drills" as required by F.S. 1001.42;
 - h. evacuation drills should represent actual emergencies, including, but not limited to firearmactive assailant, natural disasters, and bomb threats, and acts of terrorism;
 - i. emergency egress and relocation drills (including, but not necessarily limited to, fire drills) in accordance with the requirements of the Florida Fire Prevention Code, the Fire Code (NFPA 1), and the Life Safety Code (NFPA 101);
 - j. drills for active assailant and hostage situations shall be conducted at least as often as other emergency drills and in accordance with developmentally appropriate and age-appropriate procedures in conjunction with emergency drills; and

g.k. floor plans of each school must be provided to all community emergency responders in support of evacuation procedures.

3.4. All threats to the safety of District facilities, student, and staff shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness. Any aspect of the emergency preparedness plan and/or procedures that are included in the School Emergency Operation Plan (SEOP) shall remain confidential and exempt from public records disclosure in accordance with State law.

B. Emergency Response Agencies (List of Primary Response Agencies).

1. The primary emergency response agencies that are responsible for notifying the District for each type of emergency are as follows:

a. Fires:

Brevard County Fire Rescue
Municipality-based Fire Rescue Departments

b. Natural Disasters:

Brevard County Emergency Management
Brevard County Fire Rescue
Municipality-based Fire Rescue Departments
Law Enforcement agency with jurisdiction over the District location

c. Bomb Threats:

Brevard County Sheriff's Office
Law Enforcement agency with jurisdiction over the District location

d. Weapon-Use, Hostage, and Active Shooter Situations:

Brevard County Sheriff's Office
Law Enforcement agency with jurisdiction over the District location

e. Hazardous Materials or Toxic Chemical Spills:

Brevard County Fire Rescue
Municipality-based Fire Rescue Departments

f. Weather Emergencies, Including Hurricanes, Tornadoes, and Severe Storms:

Brevard County Emergency Management
Brevard County Fire Rescue
Municipality-based Fire Rescue Departments

g. Exposure as a Result of a Manmade Emergency:

Brevard County Emergency Management
Brevard County Fire rescue
Municipality-based Fire Rescue Departments

C. Employee Responsibility. The individual(s) responsible for contacting the primary emergency response agencies listed above are as follows:

1. administrators;
2. threat assessment team members, staff members, as appropriate to a non-critical incident;
3. any employee during a critical incident.

A.D. The Superintendent shall develop administrative procedures for ~~the handling of all emergency evacuations~~ implementation of this policy.

Adopted 5/1/02

Revised

© Neola 2019

Legal References

F.S. 633.202

F.S. 1001.43

F.S. 1006.07

F.S. 1013.13

Fire Code (NFPA 1)

Life Safety Code (NFPA 101)

Cross References

po7440.01 - PROTECTION OF PERSONNEL AND PROPERTY

po8405 - SCHOOL SAFETY AND SECURITY

ap8420 - SHELTER IN PLACE/EVACUATION - EVACUATION

© Neola 2019

**Clean
Version**

8420 - EMERGENCY MANAGEMENT, EMERGENCY PREPAREDNESS, AND EMERGENCY RESPONSE AGENCIES

A. Emergency Management and Emergency Preparedness.

1. The Board recognizes that its responsibility for the safety of students and staff requires that it formulate and prescribe, in consultation with appropriate public safety agencies, emergency management and emergency preparedness procedures for all public schools in the District, including emergency notification procedures for life-threatening emergencies, including, but not limited to, fires; natural disasters; bomb threats; weapon-use, hostage, and active assailant situations; hazardous materials or toxic chemical spills; weather emergencies, including hurricanes, tornadoes, and severe storms; and exposure as a result of a man-made emergency and that such emergencies are best met by preparedness and planning.
2. Critical incident training/drills for each school must engage the participation of the Safe School Officer (ex. School Resource Officer (SRO) or Specialist – Safety and Security), threat assessment team members, staff, and students and must be facilitated by the law enforcement agency or agencies that are designated as first responders to each school's campus.
3. Pursuant to Policy 8405, the Superintendent (in conjunction with District Security, school administration, and the Safe School Officer) shall create, and revise as necessary, a School Emergency Operation Plan (SEOP) to provide for the safety and welfare of the students and staff, as well as, a system of emergency preparedness and accompanying procedures that provide for the following:
 - a. verification by each school that drills have been provided as required by law and fire protection codes;
 - b. the health and safety of students and staff are safeguarded;
 - c. a collaborative effort with community emergency responders;
 - d. the time necessary for instructional purposes is not unduly diverted;
 - e. minimum disruption to the educational program occurs;
 - f. students are helped to learn self-reliance and trained to respond sensibly to emergency situations;
 - g. the system is supported by ongoing training that will include practical application and appropriate "drills" as required by F.S. 1001.42;
 - h. evacuation drills should represent actual emergencies, including, but not limited to active assailant, natural disasters, and bomb threats;
 - i. emergency egress and relocation drills (including, but not necessarily limited to, fire drills) in accordance with the requirements of the Florida Fire Prevention Code, the Fire Code (NFPA 1), and the Life Safety Code (NFPA 101);
 - j. drills for active assailant and hostage situations shall be **conducted at least as often as other emergency drills** and in accordance with developmentally appropriate and age-appropriate procedures in conjunction with emergency drills; and
 - k. floor plans of each school must be provided to all community emergency responders in support of evacuation procedures.

4. All threats to the safety of District facilities, student, and staff shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness. Any aspect of the emergency preparedness plan and/or procedures that are included in the School Emergency Operation Plan (SEOP) shall remain confidential and exempt from public records disclosure in accordance with State law.

B. Emergency Response Agencies (List of Primary Response Agencies).

1. The primary emergency response agencies that are responsible for notifying the District for each type of emergency are as follows:

- a. Fires:

Brevard County Fire Rescue
Municipality-based Fire Rescue Departments

- b. Natural Disasters:

Brevard County Emergency Management
Brevard County Fire Rescue
Municipality-based Fire Rescue Departments
Law Enforcement agency with jurisdiction over the District location

- c. Bomb Threats:

Brevard County Sheriff's Office
Law Enforcement agency with jurisdiction over the District location

- d. Weapon-Use, Hostage, and Active Shooter Situations:

Brevard County Sheriff's Office
Law Enforcement agency with jurisdiction over the District location

- e. Hazardous Materials or Toxic Chemical Spills:

Brevard County Fire Rescue
Municipality-based Fire Rescue Departments

- f. Weather Emergencies, Including Hurricanes, Tornadoes, and Severe Storms:

Brevard County Emergency Management
Brevard County Fire Rescue
Municipality-based Fire Rescue Departments

- g. Exposure as a Result of a Manmade Emergency:

Brevard County Emergency Management
Brevard County Fire rescue
Municipality-based Fire Rescue Departments

C. Employee Responsibility. The individual(s) responsible for contacting the primary emergency response agencies listed above are as follows:

1. administrators;
2. threat assessment team members, staff members, as appropriate to a non-critical incident;
3. **any employee** during a critical incident.

D. The Superintendent shall develop administrative procedures for implementation of this policy.

Adopted 5/1/02

Revised _____

Legal

F.S. 633.202

F.S. 1001.43

F.S. 1006.07

F.S. 1013.13

Fire Code (NFPA 1)

Life Safety Code (NFPA 101)

Cross References

po7440.01 - PROTECTION OF PERSONNEL AND PROPERTY

po8405 - SCHOOL SAFETY AND SECURITY

ap8420 - SHELTER IN PLACE/EVACUATION - EVACUATION

© **Neola 2019**