



**STUDENTS**  
**Series 5000**  
**Policy #5003.3.1**

**CRISIS RESPONSE**  
**CRISIS MANAGEMENT PLAN (EMERGENCIES AND DISASTER PREPAREDNESS PLAN)**

It is the policy of the EASTCONN Board of Directors to maintain a safe, orderly, civil, and positive learning environment, and to be prepared, in so far as possible, to prevent and respond to unexpected crises quickly and appropriately. While the very nature of a crisis may make preparation difficult, the EASTCONN Board of Directors believes that staff and students should be ready to respond quickly and appropriately to emergency situations.

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

Annually the EASTCONN Board of Directors shall develop, maintain and implement an emergency disaster preparedness and response plan ("School Security and Safety Plan") and administrative procedures which detail provisions for responding to emergency situations and disasters and the role that local emergency service providers shall play in crisis preparedness and incident management, and which shall be included in EASTCONN's comprehensive school safety plan. Such plans shall be based on the school security and safety plan standards and the accompanying School Security and Safety Plan Template developed by the Department of Emergency Services and Public Protection, pursuant to section 86 of PA 13-3. This shall include the establishment at each school of a school security and safety committee and consultation and cooperation with law enforcement, fire department, and emergency rescue squads.

Examples of school crises include, but are not limited to, fire, bus accidents, nuclear disaster, criminal acts, civil disturbances, disease epidemic, physical injury, death, presence of intruders on school premises, hazardous material spills, weather-related emergencies, natural disasters, bomb threats, or terrorist activities.

In developing the EASTCONN and school security and safety plans, the Executive Director of EASTCONN or designee shall collaborate with local and state emergency responders, including local public health administrators.

The Executive Director of EASTCONN or designee shall also develop and maintain emergency plans for each school site, with the cooperation of the school's security and safety committee.

*Note: The U.S. Department of Education has published Practical Information on Crisis Planning, which is available on its web site, to provide guidance for schools in developing crisis plans. This*

*document recommends that Agencies work with city and county emergency planners to help integrate resources and that school staff participate in local emergency planning so that the Agency perspective is addressed by the local government. In addition, as part of the Pandemic Influenza Planning Checklist, the U.S. Department of Health and Human Services and the Centers for Disease Control and Prevention recommend that local public health administrators be involved in EASTCONN's planning process.*

The EASTCONN Board of Directors shall annually, by November 1 of each year, submit the school security and safety plan for each school to the Department of Emergency Services and Public Protection, via submission to EASTCONN's DEMHS Regional Coordinator in the manner prescribed by said agency.

The Executive Director of EASTCONN or designee shall use the school security and safety plan standards and plan templates developed by the Department of Emergency Services, state-approved Standardized Emergency Management System guidelines, be compliant with the National Incident Management System (NIMS), and incorporate the National Incident Command System when updating Agency and site-level emergency and disaster preparedness plans.

The crisis management plan (School Security and Safety Plan) shall be developed within the context of the four recognized phases of crisis management:

- Mitigation/Prevention addresses what schools and EASTCONN can do to reduce or eliminate the risk to life and property.
- Preparedness focuses on the process of planning for the worst case scenario.
- Response is devoted to the steps to take during a crisis.
- Recovery pertains to how to restore the learning and teaching environment after a crisis.

Security and safety plans shall also provide guidance on the recovery from an emergency incident, in addition to including provisions regarding preparedness and response.

Crisis management must be viewed as a continuous process in which all phases of the plan are being reviewed and revised. The plan must be continuously updated based upon experience, research and changing vulnerabilities. Therefore, the EASTCONN Board of Directors will conduct a security and vulnerability assessment, every two years, for each EASTCONN school and develop and/or revise a school security and safety plan for each school based on the aforementioned standards for such plans.



Schools shall collaborate closely with law enforcement, fire and emergency services personnel and community partners, including public health and mental health professionals who can assist with the development of a plan that addresses a wide range of crises.

The EASTCONN crisis response team is responsible for:

- Initiating, building and maintaining relationships with community partners;
- Conducting safety and security needs assessments;
- Establishing and updating the emergency management plan;
- Assisting individual school-based crisis response teams, (the school security and safety committee) to include community partners and school-based personnel as specified in section 87 of PA 13-3; and
- Developing training activities and conducting emergency exercises to support and improve the plan.

At a minimum, school and EASTCONN emergency management plans shall outline procedures for faculty, staff and students for the following three primary responses:

- Evacuation when it is safer outside the school than it is inside the school.
- Lockdown when there is an immediate threat of violence in, on or in the vicinity of the school.
- Shelter-in-place when students and staff must remain in a school building for extended periods of time during an event such as a chemical spill or terrorist attack.

The EASTCONN Board of Directors 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 EASTCONN Board of Directors shall cooperate with such agencies in furnishing and maintaining whatever services they deem necessary to meet the community's needs.

*Note: The Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center is a hub of information and services available to assist in emergency management planning and preparedness. The website is <http://rems.ed.gov>.*

(cf. 3516 - Safe and Secure School Facilities, Equipment and Grounds)

(cf. 4148.1/4248.1 - School Security and Safety Committee)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5141.22 - Communicable/Infectious Diseases)

(cf. 5142 - Student Safety)

(cf. 6114 - Emergencies and Disaster Preparedness)

(cf. 6114.6 - Emergency Closings)

(cf. 6114.8 - Pandemic/Epidemic Emergencies)

Legal Reference: Connecticut General Statutes

10-154a Professional communications between teacher or nurse and student.

10-207 Duties of medical advisors.

10-209 Records not to be public.

10-210 Notice of disease to be given parent or guardian.

10-221 Boards of education to prescribe rules.

10-222m - School security and safety plans. School security and safety committees

10-222n - School security and safety plan standards

19a-221 Quarantine of certain persons.

52-557b Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

PA 13-3 An Act Concerning Gun Violence and Children's Safety



The Family Educational Rights and Privacy Act of 1974, (FERPA), 20 U.S.C.  
1232g, 45 C.F.R. 99.

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