

# 500: Emergency Preparedness Policy

## 1. Purpose:

St. George Academy, under the direction of the Board of Directors, is responsible, by law, for civil defense emergency operations in the school and campus community.

## 2. Policy:

St George Academy staff is responsible for the safety of the student body. It is the duty of the school Administration, with the help of staff, community members and local authorities, to develop an Emergency Preparedness Plan for the school.

## 3. Procedure:

3.1. The Emergency Preparedness Plan shall contain the following:

3.1.1. Measures which assure that students and staff will receive emergency preparedness training, including but not limited to: fire, extreme weather, violent intruder, earthquake and safety emergency.

3.1.2. During each school year, the school shall be in compliance with the State Code for number of fire and emergency drills during the school year.

3.1.3. Resources and materials available for training shall be identified in the plan.

3.2. The Emergency Preparedness Plan should be on file in the Administration office.

3.3 The Emergency Preparedness Plan shall be updated at minimum every three years.

3.3. The Administration shall review the relevant aspects of the Emergency Preparedness Plan with staff, students and parents the beginning of each year.