

OVERVIEW OF THE PLAN

This handbook has been supplied as an emergency procedure guide for the students, visitors, and staff at Beehive Science and Technology Academy. It is designed to prepare for the impact of a major disaster or emergency. These guidelines are general in nature. This plan will be supplemented by city and community disaster plans. Natural and man-made emergencies are covered in this handbook. A well prepared and tested plan for prompt and positive protective actions will minimize injuries and loss of life in a major disaster. Therefore, all school staff members must be thoroughly familiar with the contents of this plan and the individual site disaster plans. Please take the time to go through the material and familiarize yourself with the emergency procedures. All recommendations for changes, additions or deletions to this plan should be forwarded to the Principal or his/her designee who is the Disaster Preparedness Coordinator.

RESPONSE TO ANY EMERGENCY

Mass panic is one of the greatest dangers to students. Staff members should remember that in times of stress students would look for leadership from their teachers. Therefore, remain calm, evaluate the situation, and take action based on the best available information.

This Disaster Plan incorporates the Standardized Emergency Management System (SEMS).

- Notify 911, if necessary, and the Principal.
- Notify First Aid / CPR-certified persons in the school building of medical emergencies, if necessary. Include these persons in Crisis Team listings.
- Seal off high-risk area(s).
- Take charge of area(s) until the incident is contained, or relieved by: the Principal, Sandy Police Department or Fire Department.
- Assemble Crisis Team.
- Preserve evidence. Keep detailed notes of incident.
- Refer media to the official School spokesperson.

THE SCHOOL PLAN IS AVAILABLE AT THE SCHOOL OFFICE AND INTERESTED PARTIES MAY GET A COPY FROM THE SCHOOL OFFICE