

EMERGENCY PREPAREDNESS

Edmond Public Schools shall develop and regularly update Safe Schools plans that integrate emergency/disaster response protocols. The district shall observe with local and state regulations and statutes designed to ensure the safety and well-being of students, employees and guests within our schools. School emergency/disaster preparedness plans shall be submitted to each local emergency response organization no later than November 1 of each year.

Fire Drills

- A. Number of Drills: State law requires that every school shall have a minimum of two (2) fire drills per year, with a fire drill to be conducted within the first fifteen (15) days of each semester. State law requires a minimum of ten (10) emergency preparedness drills. In an effort to address standards adopted by the city of Edmond, beyond those noted below (tornado, lockdown and intruder) two additional fire drills will be conducted, with the timing of each drill set by site principals.
- B. Procedure: A procedure for the orderly evacuation of buildings is to be formulated by the principal. State law also specifies that evacuation is to occur “upon the sounding of a distinctive audible signal designated as the fire alarm signal.”
- C. Documentation: Each school is to document in writing each fire drill and maintain the records a minimum of three (3) years. Such records are to be made available to the City and/or State Fire Marshall upon request.

Tornado Drills

- A. Number of Drills: Tornado drills will be held in each school at least once each semester. State law specifies there be at least one tornado drill conducted in the month of September and one during the month of March.
- B. Procedure: Tornado drill procedures will be issued by the principal of each school and displayed in each room.
- C. Documentation: The principal will document each drill in writing and submit a copy to the Superintendent of Schools.

Lockdown Drills

Each District school will conduct at least one (1) lockdown drill per semester as required by law. Lockdown drills shall be conducted for the purpose of securing school buildings to prevent or mitigate injuries or deaths that may result from a threat on or near the school.

Intruder Drills

Each district school will conduct two intruder drills per school year. Intruder drills are conducted for the purpose of mitigating injuries or deaths by executing a plan as an alternative to the lockdown method. Each intruder drill shall be conducted within the first fifteen (15) days of each semester.