

## **EMERGENCY CODES PREVENTION & PREPAREDNESS**

Broward County Public Schools (BCPS) maintains that the prevention of and preparation for emergency situations is an essential priority to maximize the safety and security of all students, staff, and visitors at all District schools, administrative sites, athletic venues, and other District property. As such, BCPS believes reasonable life-safety efforts are the responsibility of all part-time, full-time, and temporary personnel. The District has adopted and shall continue to adopt and implement, as appropriate, a variety of safety and security measures to enhance the ability of the organization and its personnel to protect, preserve the safety of human life and property. These measures include policies, procedures, and trainings.

BCPS maintains:

1. All staff shall exercise reasonable care to comply with all required life-safety, policies, procedures, trainings, exercises, and drill requirements for workplace safety, supervision of students, prevention and preparedness for accidents, medical emergencies, fires, natural disasters, and acts of violence.
2. All staff are required to attend all mandatory emergency code training(s) and formally document their completion of the training in or through the designated process.
3. Building administrator(s) and/or their designee(s) of every school and administrative site shall collaborate with the District's Division of Safety, Security, and Emergency Preparedness to schedule and conduct emergency drills with the frequency required by statute, District policies, and procedures.
4. All staff is required to participate in ONGOING emergency code training(s) each year to familiarize themselves with the various emergency codes within BCPS, and more importantly, to know how to properly prepare and respond in each emergency situation.
5. Building administrator(s) and/or their designee(s) of every school and administrative site shall utilize Broward County Schools Lockdown/Evacuation Report via the District's reporting system to record the completion of all actual lockdowns and emergency code trainings, to include lessons learned and areas for improvement to be implemented at the site or recommended for consideration across the school district.
6. Any staff member must take appropriate action(s), including initiating a Code Red Lockdown, on a school campus should they see, hear, or smell anything that may immediately impact the safety and security of any staff, students, or visitors

on campus. Should a staff member initiate a Code Red which does not materialize into an actual threat, there will not be an adverse employment action.

7. All Broward employees, volunteers, and contractors are required to report any expressed threat(s) or behavior(s) that may represent a threat to the community, school, or any individual.

AUTHORITY: 1001.41, Fla. Stat.

HISTORY:

Adopted: