

BOMB THREATS

In seeking to deal firmly with the problem of bomb threats to the public schools, the Board acknowledges the following basic responsibilities:

1. To ensure the safety of the children under its care;
2. To discourage this type of unwarranted disruption, which poses a danger to the schools even when it is merely a threat and a nuisance;
3. To permit parents to exercise their own judgement in matters that affect their children's safety;
4. To comply with State Law, which requires that school be conducted a minimum of 175 days per year.

Therefore, the Board directs that the following procedures be observed in cases of bomb threats:

1. When a message is received during school hours announcing that a bomb has been placed in a school, the person receiving the message shall notify the principal and the Superintendent's office immediately. The principal shall notify the public in a timely fashion.
2. The decision to evacuate by fire drill or other methods shall be made by the principal and the Superintendent within a minimal amount of time.
3. If the building is evacuated and is to be searched, police, not school personnel, shall do the searching with such personnel assistance as requested by the police.
4. In evacuating the building, students and teachers will use the same exits and procedures as in fire drills. Students shall not be dismissed until the end of the school day, but shall remain in designated areas until the police search is completed and they are permitted to return to their classrooms. Teachers shall remain with their students and shall be responsible and accountable for them.
5. After students return to the building, the day's schedule shall continue normally and end at the regular time. Students who do not return promptly to their classes, and are absent when a room check is called, shall be marked tardy. All class work missed during the inspection shall be made up at the teacher's discretion.
6. Parents who do not wish their children to return to class after bomb threats must have an advance written statement to that effect on file in the principal's office. Students excused by such advance parental permission must make up the work with the teacher within a reasonable length of time (no more than 2 weeks) to receive credit.
7. Students absent without advance written permission from their parents must make up the work but shall not receive credit.
8. The principal and/or the Superintendent shall cooperate fully with the police in investigating bomb threats. Office and switchboard personnel shall be given instructions for handling threatening telephone calls.

EXHIBIT 1**BOMB THREATS**

(Threatening Phone Call Form)

Time call received _____ Time caller hung up _____

Exact words of person placing call: _____

Questions to Ask:

1. When is bomb going to explode? _____

2. Where is the bomb right now? _____

3. What kind of bomb is it? _____

4. What does it look like? _____

5. Why did you place the bomb? _____

Person (receiving) (monitoring) call _____

Dept _____ Telephone # _____

Home Address _____

Home Telephone # _____

Date _____

EXHIBIT 2**BOMB THREATS**

(Description of Caller's Voice)

Male ___ Female ___

Young ___ Middle Age ___ Old ___

Tone of Voice _____

Accent: _____

Background Noise _____

Is voice familiar? _____

If so, who did it sound like? _____

Remarks: _____

EBCC-BOMB THREATS**Support Services****Date of Adoption:****Date of Revision: July 6, 1998**