

Comprehensive Emergency Management Plan

RSU 40/ MSAD 40 recognizes its responsibility to provide secure buildings for the physical, mental, and emotional safety of all personnel and students.

The Superintendent and building administrators shall be responsible for developing, in consultation with staff and persons or agencies with expertise in planning for and responding to emergencies, a Comprehensive Emergency Management Plan that identifies and addresses all hazards and potential hazards that could reasonably be expected to affect the school unit and school facilities.

The Comprehensive Emergency Management Plan will outline the expectations of staff/faculty; roles and responsibilities; direction and control systems; internal and external communications plans; training and maintenance plans; authority and references as defined by local, state, and federal government mandates; common and specialized procedures; and specific hazard vulnerabilities for the district and responses/recovery.

The Superintendent and building administrators shall be responsible for ensuring that the Comprehensive Emergency Management Plan is implemented in each school and evaluated on an annual basis and after each incident when the plan is used. It is understood that specific procedures may vary from school to school due to differences in school facilities and the ages of students.

The Board shall review the Comprehensive Emergency Management Plan and approve it annually. Any substantive changes in the plan will be subject to the approval of the Board.

The following information pertaining to the RSU 40/ MSAD 40 Comprehensive Emergency Management Plan is considered public information:

- A. A description of the scope and purpose of the Comprehensive Emergency Management Plan and the process used for developing and updating it;
- B. General information on auditing for safety and preparedness;
- C. Roles and responsibilities of school administrators, teachers and staff and the designated chain of command during an emergency; and
- D. Strategies for conveying information to parents and the general public during an emergency.

Except as specified in paragraphs A through D above, those portions of Comprehensive Emergency Management Plan and other records describing security plans, security procedures or risk assessments prepared specifically for the purpose of preventing or preparing for acts of terrorism shall not be considered public information under the Freedom of Access Act but only to the extent that the release of such information could reasonably be expected to jeopardize the physical safety of school unit personnel or the public.

For the purpose of this policy, “terrorism” is defined in 1 M.R.S.A. § 402(3) (L) as “conduct that is designed to cause serious bodily injury or substantial risk of bodily injury to multiple persons, substantial damage to multiple structures whether occupied or unoccupied, or substantial physical damage sufficient to disrupt the normal functioning of a critical infrastructure.”

Legal Reference: 20-A MRSA § 1001(16)
Maine Department of Education Rules, Chapter 125, (10.02)

This is a required policy.

Adopted: February 22, 2000

Revised: June 19, 2013
July 21, 2016