

PROCEDURE 32: CRISIS MANAGEMENT

Rationale

By their very nature, schools are susceptible to the effects of a critical event, either directly within the operational life of the school, or an associated event. Such events include death or serious accident, contagion, fire, armed or dangerous person intrusion.

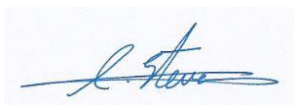
Policy Statement

Crisis plans for the most likely scenarios will be maintained and readily available. Appropriate drills will be performed regularly and reported to the School Board.

Whareorino School will clearly display Evacuation and Lock-Down Procedures; *refer to School Procedure 15.*

Guidelines

1. In the event of the death or very serious injury to a child, the family needs are paramount. The family must get the school's unreserved support.
2. On discovery of a critical event, first response procedures will be activated. Principal is to refer to immediately *refer to* BOARD'S POLICY FRAMEWORK / PART A / WHAREORINO SCHOOL BOARD DELEGATIONS TO PRINCIPAL SCHEDULE / PAGE 13
3. Should the crisis occur off school site, notification should follow as soon as possible to the school, ideally to the Principal. A crisis team may be formed to handle events and contacts.
4. In the event of armed or dangerous intrusion, lock down and isolation procedures should be implemented, and notification given to the police; *refer to School Procedure 15.*
5. The school must designate a specific person assigned to notify parents and to deal with the media. This is normally the Principal or Board Presiding Member as appropriate, depending on the situation.
6. MoE Crisis Team should be contacted to work with the school crisis team, especially in the event of death or severe trauma.
7. The school will notify the Ministry of Education of details of the event and of the actions taken to date.
8. The school crisis team would decide on what information, and how it is delivered by staff, to children and their parents.
9. A full staff meeting will be called as soon as possible.
10. Identification of students or staff who are 'at risk' and may need counseling, support.
11. Staff will be kept informed regarding developments, at meetings over following days.
12. The Board, through the Presiding Member, will be kept fully informed throughout a crisis, and a full report will be provided for School Board discussion, deliberations, following the crisis.



PRINCIPAL

Dated: February 1, 2022