EMERGENCY MANAGEMENT PLAN

1. AUTHORITY
   a. The Brockton School Department will cooperate with the City of Brockton, Civil Defense Agency for Emergency Plans, and respond to the authority of the Mayor when exercised under Massachusetts General Laws, Chapter 40, Section 19, as amended, and will work cooperatively with the various public safety and health agencies acting under provisions of Chapter 639 of the Acts of 1950, as amended.
   b. The authority for the governance and operations of the public schools is vested in the School Committee and Superintendent of Schools under Chapter 71, Section 37, as amended by the Education Reform Act of 1993.

2. EMERGENCY DISASTER HEADQUARTERS
   a. School Department Emergency Headquarters will be established at the Crosby Administration Building, 43 Crescent Street. All emergency activity will be coordinated from this location (Tel. No. 508-580-7511). Report the nature of any emergency to the switchboard operator (Operator or 7500).

3. MISSION
   a. The mission of this emergency management system is to provide maximum protection for students, personnel and the general public by using the personnel, resources, and facilities of the Brockton School Department to support the local government and to assist in saving public property in the event of a disaster of any kind.
   b. The major responsibility in a school emergency is to minimize loss of life and damage to public property. Priorities will be placed on planning and training of staff and students to prevent, prepare for, or recover from emergency situations that might occur. Therefore, specific instructions and guidelines have been prepared for the regulation and direction of personnel in preventing and/or reacting to emergency situations. Also, included are procedures for adverse weather "no school" announcements and early release for school time emergencies.
   c. The safety of the students is the direct responsibility of the classroom teacher under the general supervision and direction of the administrator of the building. Student control and training for emergency situations, under active teacher leadership, is of the utmost importance at all times, but more particularly during an actual emergency situation.
   d. All administrators, faculty members, and pupils in the school system must be familiar with these responsibilities and procedures. The ability to cope with emergency and disaster situations is related directly to all personnel knowing what to do in a given situation.
4. ASSUMPTIONS

   a. School buses and school department vehicles will be available for school requirements.
   b. The senior administrator on site after consultation with central office senior staff will be responsible for deciding whether or not a school is to be evacuated.
   c. Adequate warning may not always be received in time to notify students to remain in their homes.
   d. School bus transportation for evacuation might be difficult due to traffic congestion during, and just after, a disaster.
   e. Emergency support capability will be available in varying degrees dependent upon whether or not students have been released.
   f. It is expected that the Brockton School Department Emergency Management Plan will be coordinated with the Emergency Comprehensive Management Plan for the City of Brockton.

5. ORGANIZATION

   a. The Superintendent of Schools is empowered by the School Committee under the General Laws as the administrative authority to direct and coordinate all aspects of the operations of the public schools. In this capacity, he/she retains all authority for the issuance of administrative regulations and directives to school personnel for action in case of severe weather conditions as well as in all other cases of exceptional emergency.
   b. In the absence of the Superintendent, successive delegated authority is granted as follows:
      a. Deputy Superintendent
      b. Senior Director of Elementary Education
      c. Senior Director of Administrative Services
      d. Senior Director of Pupil Personnel
   c. Administrative personnel are responsible for keeping all staff, as well as students, informed of their specific responsibilities and required actions in the event of any emergency situation.
   d. All existing school organization and procedures will continue during emergency and disaster situations insofar as possible.
   e. The administrator of a facility shall have the discretion to initiate any action necessary to protect property, lives and safety of the students and staff under his/her direction in any unforeseen emergency for which procedures are not specifically delineated. The administrator may directly contravene procedures, if, in his/her judgment, conditions warrant this action. In the latter case, an appropriate report should be forwarded to the Superintendent explaining the contravention.

6. CONCEPT OF OPERATIONS

   a. Increased readiness or warning phase and actions
The Mayor of the City of Brockton will inform the Superintendent of Schools or other school officials of any possible emergency situations. The Superintendent of Schools will then take all necessary steps to safeguard the school population when school is in session. Other courses of action shall be determined as the situation dictates.

b. Emergency phase and actions

School officials shall take all necessary and appropriate actions during this phase to evaluate, inform and direct school personnel and students to prevent an impending emergency or disaster or minimize its effects. Other appropriate actions will be determined by the situation. All alerting procedures and equipment may be used to inform these personnel of the desired actions. The Emergency Preparedness Guide should be reviewed, and the appropriate emergency preparations should be taken.

LEGAL REFS.: M.G.L. 40:19
Chapter 639 of the Acts of 1950
Chapter 71 section 37 as amended by Education Reform Act of 1993