

Explosion or Fallen Aircraft Procedure

In the event a mishap occurs, such as an explosion or a downed aircraft (crash) near a school or District building, take the following actions:

1. Immediately take cover under tables, desks, and other objects which will give protection against falling glass or debris.
2. After the effects of the explosion and/or fire have subsided, notify the District Office. Give your name and describe the location and nature of the emergency.
3. If necessary, or when directed to do so, activate the building alarm. Any staff member or student is authorized to activate the fire alarm warning system during an actual emergency. Administrators or office personnel should determine the location and severity of the fire or explosion as quickly as possible and designate alternate evacuation routes if those predetermined and practiced routes are deemed unsafe. Staff members also have the responsibility to observe the location of the fire or explosion and to use their judgment as to whether or not a given evacuation route is safe to use.
4. When the building evacuation alarm is sounded or when told to leave by District or building officials, walk quickly to the nearest marked exit and ask others to do the same.
5. Assist people with handicaps in exiting the building. Do not use elevators in case of fire. Do not panic or create panic in others.
6. Once outside, move to a clear area that is at least 500 feet away from the affected building. Keep streets and walkways clear for emergency vehicles and crew. Know your assembly points.
7. If requested, assist emergency crews as necessary.
8. Do not return to an evacuated building unless told to do so by a District or building official.

Procedure History:

Promulgated on: May 15, 2017

Revised on: