

**Instruction**

**EMERGENCY AND DISASTER PREPAREDNESS**

**6114**

The Fairfield Public Schools (“District”) recognizes its obligation to students, staff and the community to be prepared to deal with various emergencies as they arise, ensuring to the greatest extent possible the safety of District students, staff and visitors.

All employees of the school system are responsible for doing everything in their power to promote the safety of all of the students at all times.

District staff shall be prepared to respond immediately and responsibly to any combination of events which threaten to result in a disaster or crisis.

The Superintendent or designee shall develop and maintain an emergency preparedness plan which shall make provisions for handling a variety of foreseeable emergencies. The emergency plan shall be kept current. Governmental agencies and bodies vested with the responsibility for directing and coordinating emergency services on local and state levels shall be included in the preparation and implementation of the plan.

The plan shall specify procedures to be taken in the District in the event of an emergency. As appropriate, the District shall enter into cooperative agreements with other governmental entities to assure proper coordination and support during emergencies.

The administration shall require each building principal to maintain procedures for fire, civil defense, and other emergencies in accordance with the District’s plan.

These procedures shall:

- Clearly identify and document both the normal building exits used for daily operations and the designated emergency exits and evacuation routes for each building.
- Ensure that all exits—regular and emergency—are properly maintained, remain secure, and that any issues are promptly reported to the Operations Department.
- Provide for the communication of necessary emergency procedures to appropriate staff.

The Operations Department shall be responsible for maintaining the fire alarm system in each building. This includes regular servicing, testing, and any necessary repairs to ensure proper operation.

Legal Reference: Connecticut General Statutes  
10-221 Boards of education to prescribe rules  
10-231 Fire drills  
52-557b Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

Adopted 10/27/2009

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