
City School District of New Rochelle
Summary of School Building-level Emergency Response Plans

Each school building-level emergency response plan was developed pursuant to the Commissioner's Regulation 155.17. The initial response to all emergencies will be by the School Emergency Response Team. Upon the activation of the School Emergency Response Team, the Superintendent of Schools or his/her designee will be notified and where appropriate, local emergency officials will also be notified. Efforts may be supplemented by county and state resources through existing protocols.

Building-level Emergency Response Plans shall be confidential and shall not be subject to disclosure under Article 6 of the Public Officers Law or any other provision of law, in accordance with Education Law 2801-a. Full copies of the Building-level Emergency Response Plan will be supplied to both local and State Police within 30 days of adoption. Fire and Law Enforcement officials have access to floor plans, blueprints, and schematics of school utilities. These plans have been provided by the district to the local Police, Fire, and State Police.

Prevention/Intervention strategies including the training of the emergency team, staff with safety responsibilities, multi-hazard training for all students and staff; drills and exercise; and the identification of sites of potential emergencies are outlined in the District-wide Safety Plan and will be followed by each school building.

Each school building-level emergency response plan includes the following elements customized to their school:

- The composition of the building-level safety team members appointed by the building principal under the guidelines of the District Safety Plan adopted by the Board of Education.
- The building-level chain of command and other resources.
- The composition of the building-level emergency response /crisis intervention team to be assembled as needed to address building specific incidents.
- A checklist of emergency materials/supplies available at the building level.
- Emergency information including the specific directions for evacuation of the building for both fire and evacuation purposes.
- Designation of the evacuation site.

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- The description of the lockdown protocol.
- The description of the lockout protocol.
- The description of the protocol to preserve a crime scene.
- The current list of building level staff with emergency training.
- The current list of AED locations in the building.
- The current list of students with mobility issues-with individual safety plans reviewed or developed as needed.
- Specific emergency procedures including plans for internal and external communication for handling the following situations:

Abduction

Bomb threat

Bus Accident

Criminal Offenses (suspected/potential)

Death of a student/staff

Evacuation procedures

Fire/Explosion in the building

Hazardous Materials

Intruder-Dangerous Individual in school building/school environment

Medical Emergencies

Severe Weather-shelter in place

Suicide (threats and/or attempts)

Terrorism

Violent Behavior of a Student

Violent Behavior-Large Group Altercation