



# Huntington Beach Union High School District Board Policies and Administrative Regulations

AR 6114  
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## Instruction

### Emergencies and Disaster Preparedness Plan

The District Emergency Preparedness Coordinator shall develop and maintain a disaster plan which makes provisions for handling all foreseeable emergencies and disasters, and which shall also be adaptable for unforeseeable disasters. The plan shall be reviewed and updated, at least annually, and located at each district site and the district office.

The District Emergency Preparedness Coordinator shall consult with city and county agencies so that district and site plans may provide the best possible way of handling each situation and also provide for emergency communications systems between these agencies and each district school.

District and site plans shall address at least the following situations:

1. Fire in buildings and from external sources.
2. Natural disasters; i.e. earthquakes, floods, tsunami.
3. Man made disasters; i.e. nuclear incidents, chemical releases, bomb threats, or explosions, enemy attacks, terrorist attacks, air pollution, aircraft crashes, etc.,.
4. Attack, threat, or disturbance by criminal or insane individuals or groups.

(cf. 3514) (cf. 3515) (cf. 4141.6/4241.6) (cf. 5142)

District emergency planning for earthquakes shall be based upon an earthquake of M7.5 on the Newport-Inglewood fault or M8.3 on the San Andreas fault and the premise that as many as twenty percent of students and staff may have to remain at school for 72 hours following a quake during school hours.

Site administrators shall designate an Emergency Preparedness Coordinator and shall augment the district plan with working plans and procedures specific to their school sites. All students and employees shall receive instruction regarding these plans.

Site Administrators shall ensure that their sites are kept free of non-structural hazards and properly outfitted with recommended equipment and supplies for emergencies.

School buildings, grounds and equipment may be made available to public agencies, including the American Red Cross, for mass care and public shelters during disasters or other emergencies affecting public health and welfare at the discretion of the Superintendent. (E.C. 40047)

Disaster simulation exercises shall be held and shall demonstrate how emergency plans effectively apply to various types of emergencies as follows:

1. Fire drills - at least twice each school year at each high school.
2. Duck, cover, and hold drills - at least once each semester in each high school and once each year at all other district sites.
3. Earthquake drills - at least once each year at each site wherein a duck, cover, and hold drill is followed by evacuation and personnel accounting, simulated trapped victims, injuries, fatalities, damage to facilities, loss of utilities and telephones, media queries, controlled release of students and staff and, at high schools, establishment of public shelters.

In the event of a disaster, all district-paid employees have been declared by the California Government Code to be disaster service workers subject to such disaster service activities as may be assigned to them by their supervisors.

The district encourages all employees to become proficient in first aid and cardiopulmonary resuscitation. Employees assigned to emergency medical/first aid teams shall hold a valid certificate in these areas.

Procedures shall be established to record costs for labor, services, supplies and materials expended in actual emergencies and in reaching mandated conditions of preparedness for emergencies.

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