

VIGO COUNTY SCHOOL CORPORATION
TERRE HAUTE, INDIANA

File: EBCC-R

REGULATIONS - BOMB THREATS

Teaching and non-teaching staff members should be on the alert at all times for any unusual objects observed in or around the school premises. When such objects are observed, the principal or his designee shall be notified immediately and appropriate action will be taken.

In the event a bomb threat is received, the appropriate police officials will be notified immediately.

Principals shall have a preconceived plan of procedure which will provide the greatest safety and comfort for the students, including but not necessarily limited to the following:

1. Each school will develop an alarm system, separate from the fire alarm system, to alert students and staff members.
2. When the alarm is sounded, students will proceed immediately to appropriate areas outside and away from the building.
3. During inclement weather, the auditorium, lower hall corridor, or gymnasium will be inspected by the police or fire department and, when found safe, all students will be moved to this area.
4. Staff members will examine their rooms for any unusual objects before leaving and report any suspicious items immediately.
5. After evacuation, homeroom teachers will take attendance of their homeroom at predesignated areas and report all absences.
6. It is to be understood that, after students and staff have been evacuated from the building, the proper police unit will be in charge of the inspection and students and staff will not be allowed to re-enter the building until it has been declared safe.
7. The V.C.S.C. Administration Building shall be notified as soon as practical.

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