Severe Weather/Tornado

Tornado Watch – Issued by the National Weather Service when severe weather conditions and tornadoes could occur in the area.

Tornado Warning – Issued when a tornado has been sighted or indicated by weather radar. If a tornado warning is issued move to your designated sheltering area. Consider holding students at dismissal time if warranted.

Other Dangerous Storms including thunderstorms, high wind advisories or weather conditions capable of producing hail, lightning or other dangerous conditions (e.g. downed electrical lines or downed trees) should follow these protocols.

Pre-Incident Teacher/Staff Responsibilities:

- · Secure items that could be affected by high winds
- · Shut down equipment, as necessary
- Shelter-in-Place if necessary and ensure that all occupants reach the sheltering areas
- Advise faculty and staff to take roll to ensure that everyone is accounted for, including visitors

Post-Incident:

- Contact Board of Education Office/Superintendent for emergency assistance
- · Cordon off damaged areas with tape or barricades
- Board up exposed areas
- Be aware that other facilities in the area may have also been affected and response agencies may not be able to respond immediately
- · Avoid using telephones other than for emergency purposes
- · Stay away from all windows, skylights and atriums

Incident Commander	 Ensure that the emergency announcement to Shelter-In-Place is made or if an Early or Delayed Dismissal will be announced Advise all students/staff that are outside to re-enter the building Alert staff of impending weather Ensure that all school occupants reach the shelter areas Coordinate actions of school personnel with internal and external responders Use available resources to assist responding agencies as required Announce the "ALL CLEAR" when appropriate
Head Custodian	 Secure items that can be affected by high winds Direct the shutdown of utility lines or systems appropriate for the emergency Coordinate the efforts of and act as a liaison to public utilities Prepare to assist first responders with manpower, materials and equipment Reactivate utilities and systems when appropriate
School Nurse	Report to the IC for further instructions
School Counselor	 Follow school protocol to support all students especially those with disabilities and emotionally vulnerable students Determine if mental health response team is needed to support distressed students
School Resource Officer	 Assist with the Sheltering, Early or Delayed Dismissal of school occupants Meet first responders at emergency access points Confirm the scene is secured Ensure that only authorized personnel enter the emergency scene
Evacuation Coordinator	 Assist with the Sheltering, Early or Delayed Dismissal of school occupants
Reunification Coordinator	Assist with the Sheltering, Early or Delayed Dismissal of school occupants

DISCOVERY

Principal determines type of incident based on information received from the following:

- 1. National Weather Service
- 2. Local Media
- 3. Weather Radio
- 4. BOE/Superintendent
- 5. Public Safety Agency



Establish Incident Command

Incident Commander obtains:

- 1. Description of weather threat, what has happened or what could occur
- 2. Location and time of weather threat
- 3. All other pertinent information about the weather threat

Incident Command is in effect

ASSESS

Incident Commander assesses situation:

- 1. Tornado Watch or Warning
- 2. Thunderstorm Watch or Warning or Other

Using data from:

- 3. National Weather Service
- 4. Local television / radio
- 5. Reports from BOE or public safety agencies

IF TORNADO

WATCH

Incident Commander will:

SEVERE WEATHER

WATCH OR WARNING

ASSESS

- 1. Continue to monitor the status of the weather situation
- 2. Provide updates to the CRT as warranted
- 3. Has the situation escalated?

NO

POST-INCIDENT

No further action needed

Incident Commander will:

IF TORNADO

WARNING

- 1. Monitor news media, fax machines and emails for any weather updates
- 2. Update the CRT
- Has the situation escalated?

ACT

Incident Commander will update:

- 1. Update or activate the CRT
- 2. Initiate Shelter-In-Place procedures
- 3. Make PA announcement directing occupants to Shelter-In-Place and stay away from exposed glass
- 4. Dispatch personnel to warn persons that cannot hear the PA announcement to Shelter-In-Place
- Initiate "Duck & Cover" procedures if necessary



ASSESS

damage

Incident Commander will:

Crisis Response Team will:

Once severe weather has

passed and if there is

1. Obtain reports of

damage or hazardous situations (from faculty

and staff) and take

corrective action(s)

- 1. Call 911 if needed
- 2. Meet outside responders at emergency access points
- 3. Implement Medical, Evacuation, Reunification, or Hazardous Materials **€**··· plans as applicable
 - Protect equipment and facility from further damage
 - 5. Sound the "ALL CLEAR" when it is safe to do so

• NOTIFY

notifies:

2. BOE/Superintendent if not the source of discovery

Incident Commander

- 1. CRT

POST-INCIDENT

Incident Commander, Crisis Response Team and/or County School Administrator will:

- 1. Initiate Incident Report
- 2. Debrief BOE and school staff
- 3. Debrief with school counselor/mental health crisis team manager
- 4. Implement critical stress debriefing program if needed
- 5. Conduct Post Incident Critique and take corrective action(s)