

BURNABY
SCHOOL DISTRICT 41

POLICY STATEMENT

POLICY NUMBER:

3.45.00

*developed by the Board of School Trustees of School District 41 – Burnaby
in accordance with established procedures for policy development.*

POLICY TITLE: BOMB THREATS

Date Adopted: 1967-02-15

CROSS REFERENCE(S)

Date(s) Revised:

Statutory :

Other: Policy 3.35.00

PREAMBLE

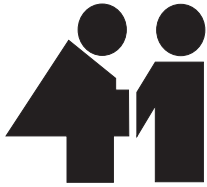
From time to time a telephone call may be received in a school warning that a bomb has been placed in the building. The call may be anonymous or it may come from a person who is prepared to give verifiable information; viz. name, address, and telephone number. Whatever the source and nature of the call, it must be taken seriously: the Board's primary obligation is to provide for the safety of students.

POLICY

IN THE EVENT OF A BOMB THREAT, STUDENTS MUST BE EVACUATED FROM THE SCHOOL IMMEDIATELY, UNLESS THE SUPERINTENDENT AND THE SECRETARY-TREASURER, OR THEIR DESIGNATES, AFTER HAVING CONSIDERED ALL RELEVANT FACTORS, HAVE MADE A DECISION TO CONTINUE WITH THE REGULAR SCHOOL ROUTINES.

OBJECTIVES

1. To protect students and employees from acts of terrorism.
2. To thwart attempts to disrupt school routine by bomb threats and to discourage any further such attempts.



ADMINISTRATIVE REGULATIONS & PROCEDURES

REFERENCE POLICY NUMBER:

3.45.01

BURNABY
SCHOOL DISTRICT 41

established and revised by the Superintendent of Schools in Burnaby to ensure district implementation of Burnaby School Board policies and directives.

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ADMINISTRATIVE PROCEDURES

1. Upon receipt of a bomb threat, the principal, or designate, shall inform the Superintendent or the Secretary-Treasurer or one of their designates.
2. The Superintendent and the Secretary-Treasurer, or their designates, shall confer for the purpose of deciding whether or not to evacuate the school.
3. If a decision is made to evacuate the school, the principal:
 - a. shall immediately evacuate the school;
 - b. shall immediately notify the RCMP, and request assistance;
 - c. shall immediately notify the Fire Department and request assistance.
4. If a decision is made **not** to evacuate the school, the principal:
 - a. shall **not** evacuate the school;
 - b. shall notify the RCMP of the threat, but **not** request assistance;
 - c. shall notify the Fire Department, but **not** request assistance.
5. If the school is to be evacuated, the normal routine for fire drills shall be followed.
6. The principal shall take clear steps to ensure that students are not made aware of any bomb threat.

7. The principal shall direct any request from the media for information related to a bomb threat to the Superintendent or designate.
8. Where a series of nuisance calls is received by a school, in dealing with the problem the principal shall request assistance from the telephone company as outlined in the telephone directory.
9. At the beginning of the school year, principals shall advise all staff members and all other employees of the Board's policy on bomb threats and shall review the procedures to be followed in the event of a threat.