

Monroe BOCES #1

EMERGENCY NOTIFICATION PROCEDURES

<p style="text-align: center;">Response A – Criteria</p> <ul style="list-style-type: none"> • Incident is serious and/or life threatening • Incident is in-progress • Immediate emergency services is needed (ambulance, fire, police) <p>Employee Procedure</p> <ol style="list-style-type: none"> 1. Call 911 and provide nature and location of problem. 2. Notify safety/security: 383-2298 3. Notify the building supervisor (principal or other administrator). <p>*Safety/security and the building administrator have specific notifications they will make once notified of the incident. An incident command team will be formed based on the emergency plan.</p> <p>Response A - Examples</p> <ul style="list-style-type: none"> • Fire Alarm • Chemical Spill • Gas Leak • Environmental Problem • Biological Hazard • Natural Disaster • Bomb Threat/Device 	<p style="text-align: center;">Response B - Criteria</p> <ul style="list-style-type: none"> • Incident is important, however, no immediate threat exists to persons or property • Incident is not in progress • No immediate need exists for emergency services (ambulance, fire, police) <p>Employee Procedure</p> <ol style="list-style-type: none"> 1. Notify safety/security: 383-2298 2. Notify the building supervisor (principal or other administrator) <p>*The incident command team will make decisions regarding the situation and what notifications to make.</p> <p>Response B - Examples</p> <ul style="list-style-type: none"> • Trespass • Power Outage • Stalking
<p>BASED ON AN ASSESSMENT OF THE CONDITIONS – DECIDE WHETHER A RESPONSE A OR B IS APPROPRIATE (SEE CRITERIA ABOVE)</p> <ul style="list-style-type: none"> • Suicide Threats/Attempts • Mental Health • Out of Control Behavior (using restraints) • Disorderly Behavior (if in progress on road, follow procedures) • Theft/Break-in • Medical Conditions/Illnesses • Accidents • Weapons • Assault/Rape • Drugs (if medical needed, major quantities involved or a threat exists, use Response A) 	