Preparedness - Resource Section

1. Authorities and References:

- a. Authorities
 - 1) Emergency Management Services Code, 35 Pa. C.S. §§ 7101 et seq., as amended.
 - 2) Public School Code of 1949, 24 P.S. §§ 1-101, et seq., as amended.
 - 3) Homeland Security President Directive 5: *Management of Domestic Incidents*, February 2003.

b. References

1)	The Commonwealth of Pennsy	lvania's	Emergency	Operations	s Plan,	dated
	December 23, 2008					

2)	_(Insert name of School District's County Name	
	here) Emergency Operations Plan, dated	l_(Insert
	date of latest plan here)	
3)	_(Insert Each School Building's Municipality Name here)	
	Emergency Operations Plan, dated	
4)	(Insert School District's County Name here)	_County's
	Hazard Vulnerability Analysis	- ,

5)	(Insert Each School Building's Municipality Name		
	here)	Municipality's Hazard Vulnerability Analysis	

2. Key Words:

- a. Drills Focuses on a single function of the School District/School "All Hazards"
 School Safety Plan. It allows the responders to gain field experience and practice a single incident response.
- b. Evacuation Procedures All school district/school personnel, students, and visitors exit the building.
- c. Full-Scale Exercise Tests the community's total response capability. This exercise is as close to reality as possible with role players and field equipment being deployed. A full-scale exercise can be several hours to one or more days in length.
- d. Functional Exercise Simulates a real emergency under high-stress conditions involving multiple responders. This type of exercise utilizes communications equipment and lasts between three and eight hours.
- e. Lock-Down Procedures All school district/school personnel, students, and visitors remain in locked classrooms.
- f. Reverse Evacuation Procedures All school district/school personnel, students, and visitors go to safe places in the building, from outdoor recess, events, or Physical Education classes.
- g. Shelter-In-Place Procedures All school district/school personnel, students, and visitors remain in sealed classrooms.

h. Tabletop Exercise-Simulation activity in which a certain scenario is presented and participants explain what they would do to respond. The scenario for a tabletop exercise can be presented orally, in written text, or by audio/video means by an exercise facilitator. Additional information, or injects, can be presented in its entirety at the start of the exercise or as the situation unfolds.

3. Websites:

- a. American Red Cross: www.redcross.org
- b. Centers for Disease Control and Prevention: www.cdc.gov
- c. Emergency Management Institute: http://training.fema.gov/IS/crslist.asp and http://training.fema.gov/IS/crslist.asp and http://training.fema.gov/IS/crslist.asp and http://training.fema.gov/IS/crslist.asp and http://
- d. Federal Emergency Management Agency: www.fema.gov
- e. Lessons Learned Information Sharing Network: www.llis.dhs.gov
- f. Let's Get Ready: http://www.sesamestreet.org/ready
- g. Pennsylvania American Academy of Pediatrics: http://paaap.org
- h. Pennsylvania Center for Safe Schools: www.safeschools.info
- i. Pennsylvania Department of Education: www.pde.state.pa.us
- j. Pennsylvania Emergency Management Agency: www.pema.state.pa.us
- k. Pennsylvania Pandemic Planning Toolkit for Schools: www.pandemicflu.state.pa.us
- 1. Readiness and Emergency Management for Schools Technical Assistance Center: http://rems.ed.gov
- m. Ready Campaign: www.ready.gov
- n. Ready Classroom: http://www.discoveryeducation.com/readyclassroom
- o. Ready PA Campaign: www.readypa.org
- p. Ready Philadelphia: http://oem.readyphiladelphia.org
- q. U.S. Department of Homeland Security: www.dhs.gov
- r. U.S. Secret Service: www.ustreas.gov/usss/ntac ssi.html

4. Sample Resources:

bumple Resources.	
Memorandum of Understanding/Mutual Aid	Page 133 - 145
Agreement	
Community Resource List	Page 146
School District/School Resource List	Page 147
School District/School Personnel List	Page 148 – 149
National Incident Management System	Page 150 - 151
Implementation Checklist	
School District/School Staff Skills Survey	Page 152
School District/School Incident Command Team	Page 153
Assignment List	
List of Visitors' Policy Considerations	Page 154
Emergency "Toolbox" Inventory Sheet	Page 155 – 156
"Go Kits" List	Page 157
Assembly Areas Worksheet	Page 158 – 159
	Memorandum of Understanding/Mutual Aid Agreement Community Resource List School District/School Resource List School District/School Personnel List National Incident Management System Implementation Checklist School District/School Staff Skills Survey School District/School Incident Command Team Assignment List List of Visitors' Policy Considerations Emergency "Toolbox" Inventory Sheet

1.	All Hazards Planning for Students/Staff with Special	Page 160
	Needs Questions	
m.	School District/School Action Steps for Special	Page 161 - 164
	Needs Planning	
n.	List of Mandatory and Recommended Training for	Page 165 - 166
	School District/School Personnel	
o.	Disaster Lesson Plans and Curriculum	Page 167 – 169
p.	Teen Community Emergency Response Team	Page 170 - 171
	Training Agenda	