

## **BOMB THREATS**

Being responsible for the safety of a large number of students, teachers, and other staff personnel, it is incumbent upon school administrators to do all that is prudent and possible in the event of imminent danger. Therefore, any bomb threat shall be regarded as a real danger to the lives and safety of all persons in the building.

It is of importance that each staff member be aware of the procedures to be followed, in that each staff member cooperate to the best of his/her ability in the event of a bomb threat.

The principal, or in his/her absence the person in charge, will calmly address all classrooms over the public address system. He/she will inform all persons in the building that they are to leave the building because an emergency exists.

In cases when school has been dismissed, the District Administrator, after consultation with the investigative officers, shall determine when the building shall be re-opened.

If a dismissal decision is made, buses will be called and the students will be taken to their homes. Radio stations shall be notified. Students who normally walk home will be allowed to do so only after safe walking procedures have been established by police officers at the scene.

Staff members shall assist with placing students on buses for return to their homes. Students may not be permitted to re-enter the building.

Legal Ref.: Section 947.015 Wisconsin Statutes

Adopted: February 9, 1983

Revised: January 18, 1999