

**EMERGENCY PROCEDURES FOR HURRICANES AND OTHER DISASTERS**

1. In the spring of each year, the Academy President or Management Company Representative, or his designee, shall assure that updated copies of the Palm Beach School District Emergency Procedures handbook are available to key School personnel.
2. When hurricane warnings are displayed and the Palm Beach County area is alerted by an official announcement, it is the responsibility of the Academy President or Management Company Representative, assisted by school personnel, to see that precautions are taken to ensure student safety. All employees shall take precautions necessary for the protection of property.
3. When the “all clear” signal is announced after a hurricane or other disaster, the President or Management Company Representative, custodians, and Governing Board Chairman, or designee, are to go to the school to assess the damage. A thorough check of the premises should be made with particular attention given to the following items:
  - a. Availability of water.
  - b. Availability of electricity.
  - c. Flooding or damage in the general area of the school.
  - d. Flooding or damage on the school grounds.
  - e. Number of classrooms and other areas (by name) that are unusable.
  - f. Estimated earliest date that classes can be resumed.
2. Immediately after determining the damage, the President or Management Company Representative, or his designee will make a report to the Governing Board, along with recommendations for resuming classes. The report shall also be made available to the school's sponsor.

Authority: 230.22, FS

Implemented: 230.22, FS; South Tech Charter Academy, Inc. Charter, Part IV, Section 22

Reference: Palm Beach School District Policy 2.38

History: New: 7/15/2004; Revised: 7/07/2005; 3/11/2010