

**EMERGENCY EVACUATION DRILLS**

1. The Academy President or Management Company Representative, or his designee, shall annually review, establish, and communicate school wide procedures for fire exit or emergency evacuation drills and other hazard precautionary measures as applicable, in accordance with Florida Statutes and State Board of Education Regulations.
2. The President or Management Company Representative, or designee, shall develop a safety and emergency procedures plan for each facility and classroom. Safety and emergency procedures shall be posted in all school facilities.
3. All teachers and staff shall receive in-service training on approved safety and emergency procedures.
4. The President or Management Company Representative shall hold and document emergency evacuation drills as defined by state regulations. Such drills shall include preparations for fire, natural disaster, health hazard, and other emergencies.
5. In the event of a fire, students and employees shall be evacuated from the building. Students and employees shall be evacuated to assigned locations at least five hundred (500) feet from the building. The fire department and police shall be notified. Administrators shall notify students when and if it is safe to return to the building. Parents shall be notified as soon as possible.
6. In the event of a natural disaster, portable buildings shall be evacuated and students and employees moved to a permanent building.
7. In the event of a health hazard, the County Health Department and the Sponsor's Environmental Control Office shall be notified immediately and jointly develop an action plan.

Authority: 230.22, FS

Implemented: 230.22, FS; South Tech Charter Academy, Inc. Charter, Part IV, Section 22.0

Reference: Palm Beach School District Policy 2.381

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