

# CALGARY SCIENCE SCHOOL SOCIETY

Policy Title: **Crisis Management**

Policy No. **6.02**

**RATIONALE:** Crisis management planning at the Calgary Science School is based on the premise that the physical and emotional well being of students and staff are of primary importance and that safety and security of students and staff is an integral part of an optimal learning environment.

**POLICY:** The Board will ensure that crisis management plans commensurate with the needs of the Calgary Science School are developed. The Board through the school's administrative staff will oversee the implementation of the crisis management plan.

## **PRINCIPLES:**

1. For the purposes of this policy statement, the word "crisis" is defined as any unusual situation, falling under or impinging on the jurisdiction of the school that could interfere with the wellbeing of students and staff. This would include, but is not limited to, events such as interruption of essential services to the school, fire, violence, threats, serious illness or accident involving members of the school community, and crisis in country or community.
2. Minimizing risk and limitation of harm are fundamental considerations when developing a crisis management plan.
3. Safety rules for classes and the school at large are part of crisis management.
4. While it is impossible to predict the nature and scope of all potential crisis situations, proper planning can facilitate an appropriate response to crisis.
5. Staff must understand that the existence of a crisis management plan does not preclude the use of professional judgment to modify the plan when it is warranted.

First Reading November 15, 2004

Adopted November 27, 2004

Amended \_\_\_\_\_

## **PROCEDURES**

1. The Board will promote a culture within the school that encourages consistent consideration for the safety and wellbeing of students and staff in the creation of all plans, policies and procedures.
2. A Crisis Management Team will be established at the beginning of each school year.
3. The school's Crisis Management Manual will outline the roles and responsibilities of the Crisis Management Team and the procedures to be followed by the school in the event of an incident.
4. Each year there will be staff training and practice in crisis procedures. Appropriate parts of the Crisis Plan will be communicated annually to parents, students and other stakeholders.
5. The crisis management plan will be revised periodically to incorporate new understandings and conditions.