

The school district shall maintain a warning system designed to inform students, employees, and visitors in school district facilities of an emergency. The system shall be maintained on a regular basis under the maintenance plan for the school district buildings and sites.

Students shall be informed of this system. Each classroom and office shall have a plan for helping those in need of assistance to safety during an emergency. This shall include, but not be limited to students and employees with disabilities.

Licensed employees shall be responsible for instructing students on the proper techniques to be followed during an emergency.

The superintendent, or designee, shall be responsible for the development, review and implementation of the district emergency operations plan. The plan shall include procedures for transmitting alerts regarding emergency situations to school personnel, students, and non-school personnel who may be in a school building. The emergency operations plan shall be updated and reviewed annually by the board and shall address responses to natural disasters, active shooter scenarios and other emergencies determined by the district. The emergency operations plans are confidential and shall not be subject to disclosure under Iowa Code Chapter 22. However, the district shall publish procedures for students, school personnel, parents, and family members to report possible safety threats on school grounds and at school activities.

The administration shall hold annual emergency operations drills at each district building covered by an emergency operations plan in accordance with law. The district shall determine which school personnel shall participate and whether local law enforcement and students participate in annual drills.

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