

## Response – Resource Section

### 1. Authorities and References:

#### a. Authorities

- 1) Emergency Management Services Code, 35 Pa. C.S. §§ 7101 *et seq.*, as amended.
- 2) Public School Code of 1949, 24 P.S. §§ 1-101, *et seq.*, as amended.
- 3) Homeland Security President Directive – 5: *Management of Domestic Incidents*, February 2003.

#### b. References

- 1) The Commonwealth of Pennsylvania’s Emergency Operations Plan, dated December 23, 2008
- 2) \_(Insert name of School District’s County Name here)\_\_\_\_\_ Emergency Operations Plan, dated \_(Insert date of latest plan here)\_\_\_\_\_
- 3) \_(Insert Each School Building’s Municipality Name here)\_\_\_\_\_ Emergency Operations Plan, dated \_\_\_\_\_
- 4) \_(Insert School District’s County Name here)\_\_\_\_\_ County’s Hazard Vulnerability Analysis
- 5) \_(Insert Each School Building’s Municipality Name here)\_\_\_\_\_ Municipality’s Hazard Vulnerability Analysis

### 2. Key Words:

- a. Command Post – The area from which the command function will operate during an emergency.
- b. Incident Command – The organizational structure that the school will use during an emergency.
- c. Unified Command – Designated individuals from response agencies work jointly with the school commander to carry out the response.

### 3. Websites:

- a. Emergency Management Institute: <http://training.fema.gov/IS/crslist.asp> and <http://training.fema.gov/EMICourses/>
- b. Pennsylvania Pandemic Planning Toolkit for Schools: [www.pandemicflu.state.pa.us](http://www.pandemicflu.state.pa.us)
- c. Readiness and Emergency Management for Schools Technical Assistance Center: <http://rems.ed.gov>
- d. U.S. Department of Homeland Security: [www.dhs.gov](http://www.dhs.gov)

### 4. Sample Resources:

- a. Emergency Decision Making Flowchart Page 183
- b. School Incident Command System Structure Page 184
- c. List of Incident Command Post Equipment and Structure Requirements Page 185

d.	Checklist for Bomb Threats	Page 186 - 188
e.	Checklist for Building Loss of Structure or Structural Failure	Page 189 – 190
f.	Checklist for Child Abduction/Lost Child	Page 191 - 192
g.	Checklist for Death of a Student/Staff Member	Page 193 - 194
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i.	Checklist for Field Trip Emergencies	Page 197
j.	Checklist for Fighting	Page 198 - 199
k.	Checklist for Fire/Explosion	Page 200 - 201
l.	Checklist for Floods	Page 202
m.	Checklist for Gang-Related Activities	Page 203
n.	Checklist for Hazardous Materials/Chemical Spills	Page 204 - 205
o.	Checklist for Hostage Situations	Page 206 - 208
p.	Checklist for Intruder/Trespasser	Page 209
q.	Checklist for Life-Threatening Crisis	Page 210
r.	Checklist for Lockdown	Page 211 - 212
s.	Checklist for Mass Contamination of Food/Beverages	Page 213
t.	Checklist for Nuclear Power Plant/Radiological Incident	Page 214 - 215
u.	School Potassium Iodide (KI) Distribution Plan Information	Page 216
v.	School Potassium Iodide (KI) Distribution Plan FAQs	Page 217 - 219
w.	Potassium Iodide (KI) Participation Agreement for Schools	Page 220
x.	Sample Parental Consent Letter	Page 221 - 222
y.	Information for Physician Standing Order	Page 223 - 228
z.	Checklist for Pandemic Influenza	Page 229 - 230
aa.	Checklist for Severe Weather	Page 231
bb.	Checklist for Sexual Assault/Rape	Page 232
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ee.	Checklist for Suicide	Page 236 - 237
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gg.	Checklist for Utility Failures	Page 240 - 242
hh.	Checklist for Vehicle Accident	Page 243 - 244
ii.	Checklist for Weapons Situation	Page 245 - 246
jj.	Chart of Immediate Response Actions	Page 247 - 248
kk.	Parent/Guardian/Student Reunification Procedures	Page 249 - 250
ll.	Emergency Release Card	Page 251 – 252
mm.	Media Communications Checklist	Page 253

nn.	Template for Initial Media Release	Page 254
oo.	Tips for Speaking to the Media in an Incident	Page 255
pp.	Telephone Bomb Threat Card	Page 256