

Subject: School and School District Crisis Planning
Effective: April 1, 1983
Revised: June 1994; July 1, 2001

1.0 PURPOSE

This policy replaces Policy 128 – Threat of Explosives - School Property and covers additional issues and topics.

This policy addresses aspects of violence prevention and crisis response in schools. The policy provides a protocol for crisis planning to be implemented at the school and school district levels, which is adaptable to a variety of critical events.

2.0 APPLICATION

The policy applies to all school districts and schools.

3.0 DEFINITIONS

None.

4.0 LEGAL AUTHORITY

Education Act - Section 6 (b.2).

5.0 GOALS / PRINCIPLES

The Department of Education believes that, in the event of a crisis, every school and school district should be prepared and equipped to act on behalf of the safety and security of students and staff.

Since crisis events often affect more than one school, it is essential that a school district crisis response plan and team be in place. The school district team is therefore well placed to complement and support the crisis planning activities in their schools.

Prevention is the cornerstone of crisis planning activities.

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6.0 REQUIREMENTS / STANDARDS

6.1 School-Level Crisis Response Plan and Team

- 6.1.1 Each school must have a plan for responding to critical incidents and a crisis response team able to perform the duties required to manage a crisis within the school.
- 6.1.2 Community partners, including police forces, representatives from government departments (such as Health, Family & Community Services, Public Safety) and other emergency personnel, must be consulted in the development of the school crisis plan and may be members of the school crisis response team.
- 6.1.3 The Parent School Support Committee must be involved in the development of the school plan and its ongoing support.
- 6.1.4 The school crisis response plan must be updated and practiced annually.

6.2 District-Level Crisis Response Plan and Team

- 6.2.1 Each school district must have a plan for responding to traumatic events within the district, and a team of resource people able to provide defusing and debriefing for students and staff.
- 6.2.2 Community partners, including police forces, representatives from government departments (such as Health, Family & Community Services, Public Safety) and other emergency personnel, must be consulted in the development of the district crisis plan and may be members of the district crisis response team.
- 6.2.3 The school district plan must be developed in consultation with community partners representing the area served by the school district.
- 6.2.4 The district crisis response plan must be updated annually and practiced regularly.

6.3 Training and Communications

- 6.3.1 Training must be provided to members of district and school crisis planning teams annually.
- 6.3.2 All schools must be in-serviced on the components of the school district protocol, as well as evacuation/secure-the-building procedures to be followed in the event of threats of risk which place the school population in imminent danger.

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- 6.4** Responses to threatening behaviours must be appropriate to the level of the threat and sensitive to the needs of the offender, as well as the safety and security of others in the school.

7.0 GUIDELINES / RECOMMENDATIONS

Crisis Events Response Protocol, Department of Education (Anglophone Sector, Student Services Branch), February 2001.

[Keeping Our Schools Safe: A Protocol for Violence Prevention and Crisis Response in New Brunswick Schools](#), Department of Education (Anglophone Sector, Student Services Branch), September 2000.

8.0 DISTRICT EDUCATION COUNCIL POLICY-MAKING

District Education Councils approve the district crisis plan and ensure the implementation and on-going support of the school and school district plans. DEC's may develop policies outlining the content of the crisis plans in their schools and school district, as well as detailing the membership of district and school crisis teams.

9.0 REFERENCES

[Policy 703](#) – Positive Learning Environment Policy

10.0 CONTACTS FOR MORE INFORMATION

Department of Education – Student Services Branch
(506) 444-4711

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