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BSD Policy F3

BURLINGTON SCHOOL DISTRICT POLICY CODE F3: FIRE AND EMERGENCY PREPAREDNESS DRILLS

Purpose

It is the policy of the Burlington School District to require each school site to conduct option-based response drills in compliance with current VT AOE regulations, including one in the fall and one in the spring of each academic year, and to adopt and maintain an all-hazards emergency operations plan as part of the District's overall school safety plan.

Definitions

1. **Options-based Response Drill:** For the purpose of the policy, an options-based drill means that there are different actions educators and students can take if confronted by an active shooter/intruder.
2. **School site:** School building(s) and other site(s) where Burlington School District operates and/or hosts educational programming.

Administrative Responsibilities

The superintendent or designee will ensure that:

1. Each school site in the District conducts age-appropriate options-based response drills in compliance with AOE guidance, including in the fall and spring of each academic year. These drills will follow the plan laid out by the District and AOE guidance and take into consideration the developmental level of their students, including students with disabilities, language barriers, and mobility needs.
2. The options-based response drills follow the guidance issued by the [Vermont School Safety Center](#), the AOE, and the Vermont School Crisis Planning Team, which includes trauma-informed best practices for implementing options-based response drills.
3. Parents and guardians are notified no later than two school days before an options-based response drill is conducted, with the notification occurring through a channel that parents are able to access, such as email, parent newsletter, and/or robocall in the family's first language.
4. Completion of all emergency drills is documented and shared with the District Safety Team and biannual drill completion reports are reported to the Agency of Education.
5. An all-hazards emergency operations plan is adopted and maintained for each school site on or by July 1, 2024. This plan must be reviewed and updated annually in collaboration with local emergency first responders and local emergency management officials.

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<i>Legal References</i>	16 VSA §§ 1480,1481
<i>Cross References</i>	Access Control (VSBA F25) and Visitor Management (VSBA E32) Security Cameras (VSBA F26), (BSD E21 Use of Video Surveillance)