

# Emergency Planning Resources



## Plan for emergencies and know how to respond.

Each school day, our Nation's schools are entrusted to provide a safe and healthy learning environment for approximately 56 million primary and secondary students. Families and communities expect schools to keep their children safe from a range of threats and hazards, including targeted violence, natural disasters, and accidents. Emergencies can happen at any time, and schools should have a plan in place to prepare for, respond to, and recover from emergency events.

A key component of emergency planning is the creation of an Emergency Operations Plan (EOP) that describes the actions schools should take before, during, and after incidents. By having plans in place to keep students and staff safe, schools play a key role in taking preventative and protective measures to stop an emergency from occurring or reducing the impact of an incident.

### Strategies to Consider



#### Develop a comprehensive EOP.

Address what happens before, during, and after an incident.



#### Form a planning team.

Include a wide range of school personnel such as administrators, teachers, school psychologists, and community partners.



#### Establish a regular review period.

Review, evaluate, and update the school EOP at least every two years.



#### Provide regular training.

Facilitate training on the school EOP for staff and students.



### Resources

[SchoolSafety.gov](https://www.schoolsafety.gov) offers resources, tools, and products schools and districts can use to support the implementation of emergency planning initiatives. Resources also highlight ways schools can incorporate mental health supports in their [emergency planning](#) efforts to ensure the mental health needs of students and staff are met before, during, and after an emergency.

- [Guide for Developing High-Quality School Emergency Operations Plans \(School Guide\)](#): This interagency guidance provides information to school administrators on emergency management planning, and includes a process for developing, implementing, and refining a school EOP with community partners.
- [The Role of Districts in Developing High-Quality School Emergency Operations Plans](#): Developed to serve as a complement to the School Guide, this report recommends specific roles and responsibilities for district-level administrators and staff in the emergency planning process.
- [Sample School Emergency Operations Plan](#): This document presents excerpts from a sample school EOP and is intended to be used for training purposes.
- [EOP Interactive Tools](#): The Readiness and Emergency Management for Schools Technical Assistance Center offers a suite of emergency management planning tools for school administrators, law enforcement, and state officials.
- [K-12 Exercise Starter Kits](#): These self-conducted tabletop exercises are tailored for the academic community and include a set of scalable tools aimed to test existing emergency plans, protocols, and procedures.

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