

(41) FACILITY EMERGENCIES - STRUCTURAL FAILURE/BUILDING COLLAPSE

Pre-Plan Action	Immediate Action	Follow-Up Action
* Post and review evacuation route.	* Conduct evacuation as necessary using pre-planned routes and alarms.	* Assessment report.
* Conduct evacuation drills as required utilizing secondary egress routes as well as primary.	* Notify emergency services by use of 911.	* Summary of personnel actions and written action plans.
* Contact fire and police departments to assist in the documentation of pre-planning for emergency operations.	* Immediate account for all students and employees - with written accountability.	* Complete written report of actions forward to facility services.
* Maintain current as built drawings of facility.	* Activate parent notification plan if necessary.	* Insure the facility is secure to avoid further damage to the building or harm to personnel.
* Prepare to disperse students to parents or another location.	* Setup and identify command post for school based and emergency management personnel.	* Support Appendix #70 - Chain of Command.
* Prepare to evacuate the disabled.	* Contact District personnel: Public Information Officer, Area Superintendent, Director of Public Safety.	* Support Appendix #77 - Record Keeping Process and Procedures for Critical Incident Response Reports and Training Documentation.
* Contact Red Cross for training.		* Critique incident.
* Support Appendix #71 - Emergency Phone Numbers.		
* Support Appendix #80 - Sample Letters/Memos and Sample Media Statement.		
* Support Appendix #81 - Victim Log Sheet.		

Pre-Plan Action

Immediate Action

Follow-Up Action

- * Support Appendix #88 - Workers' Compensation Injury Reporting.

Refer to Appendix H - "Site Evacuations" in the "Comprehensive Safety and Health Program" plan - School Board of Brevard County, dated July 1, 1997.

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