

## Palouse Prairie Charter School

### NONINSTRUCTIONAL OPERATIONS

8300P2

#### EXPLOSION OR FALLEN AIRCRAFT PROCEDURE

In the event a mishap occurs such as an explosion or a downed aircraft (crash) near the Charter School building, take the following action:

1. Immediately take cover under tables, desks, and other objects which will give protection against falling glass or debris.
2. After the effects of the explosion and/or fire have subsided, notify the Charter School Office. Give your name and describe the location and nature of the emergency.
3. If necessary, or when directed to do so, activate the building alarm.
4. When the building evacuation alarm is sounded or when told to leave by Charter School or building officials, walk quickly to the nearest marked exit and ask others to do the same.
5. **ASSIST THE HANDICAPPED IN EXITING THE BUILDING! DO NOT USE ELEVATORS IN CASE OF FIRE. DO NOT PANIC OR CREATE PANIC IN OTHERS.**
6. Once outside, move to a clear area that is at least five hundred (500) feet away from the affected building. Keep streets and walkways clear for emergency vehicles and crew. Know your assembly points.
7. If requested, assist emergency crews as necessary.
8. Do not return to an evacuated building unless told to do so by a Charter School official.

#### Procedure History:

Promulgated on:

Revised on:12/12/16