

BOMB THREATS

A. Definition

A “**bomb threat**” consists of a message regardless of the source or form or truth of the message, that someone has placed or intends to place in the school an explosive device or any material that will cause significant harm to persons in the school or damage to school property.

B. Receipt of Bomb Threat

1. Any bomb threat received will be immediately relayed to school personnel who will relay the threat to the school principal or the person designated to act on behalf of an absent principal.
2. A bomb threat on paper should be placed in a folder or a folded paper and should be handled as little as possible.
3. For a bomb threat received via phone the person talking to the caller should attempt to obtain, by direct questioning and by listening to background clues, and record in writing as much information as possible about:
 - (1) The alleged bomb (e.g., its nature, size, specific location, detonation time);
 - (2) The caller (e.g., name, location, gender, age, background, motive);
 - (3) The means by which the bomb was delivered to the site.
(as per Bomb Threat Protocol Sheet)

C. Response

1. The Principal will immediately call:
 - a. The Police Department, and
 - b. The Superintendent's office.
2. The Principal shall determine if it is necessary to evacuate the school building. If evacuation is necessary the evacuation will be conducted in accordance with the fire drill procedures established in Regulation No. 8060.1-Fire and Fire Drills, with the following exceptions:

Regulation

No. 8060.2

BOARD OF
EDUCATION
HOWELL TOWNSHIP

OPERATIONS

- a. Pupils will be escorted to a waiting place at least 350 feet from the school building, but not into a parking lot.
 - b. Any suspicious or unfamiliar object will be immediately reported to the Police Department. Any such object shall not be touched or disturbed in any way by a school employee.
3. If an object is reported to the Police Department and the school has not already been evacuated, the school shall be immediately evacuated in accordance with the evacuation procedures set forth in ¶C2.ca.
4. All bomb threat procedures will be conducted with seriousness and dispatch. It is the intention of these regulations that the school community be protected against harm without conferring notoriety on the person who threatens harm.
5. In the event an explosion occurs, school officials and staff members will respond in accordance with procedures in Policy No. 8060.3 – Natural Disasters and Man-made Catastrophes.
6. The Principal will submit to the Superintendent a written report of each bomb threat received, the steps taken in response, and the outcome of the threat.
7. The cost of the response to the bomb threat shall be assessed by the Board of Education Business office. The Board of Education reserves the right to recover any and all costs related to the bomb threat from the parent/guardians of the child/children found responsible for committing the offense.