

**STUDENTS**Bomb Threats

Handling a bomb threat situation demands careful judgment on the part of the principal. While most threats are a hoax, the safety of those persons in the building must be considered in all cases. When a bomb threat is received, the principal should be notified immediately with such details as time call is received, message of the caller, estimated age of caller, sex of caller, and any other distinguishing characteristics in the message.

THREAT EVALUATED AS A HOAX

If the principal determines the threat is a hoax, he/she shall conduct a quiet search of the building. No classes shall be dismissed. A written report should be submitted to the superintendent.

THREAT EVALUATED AS DANGEROUS

If the principal determines that the message is a likely threat, law enforcement officers and the district office shall be contacted and a routine fire drill shall be initiated at least 15 minutes prior to the time of possible detonation. Teaching staff shall remain with their classes until such time as the danger of explosion is past. Search procedures shall be conducted under the direction of law enforcement offices. A written report shall be submitted to the superintendent.