

MANCHESTER CITY SCHOOLS

Policy Manual

Descriptor Code: 3.203 Crisis Management
Issued Date: 07/19/93
Rescinds:
Rescind Date:
Review Month: November/December

The principal shall develop a Crisis Management plan for use in times of crisis, including suicides, shootings, and death of a student, parent or faculty member. Within the development of such a plan, the principal shall appoint a Crisis Team which shall deal with specific situations, make decisions, and disseminate information in the event of a crisis. Members of the Team shall consist of the principal, guidance counselor, and at least two other staff members designated by the principal.

The principal of each building shall be responsible for the development of emergency procedures which shall be distributed to building employees, parents, and members of the Crisis Team. Training for all school employees in the crisis management procedures shall be conducted annually during in-service sessions prior to the beginning of school.

In the event of a crisis, the principal shall notify the Crisis Team members and the director of schools. If he determines it to be necessary, the principal shall contact the appropriate emergency services (police, fire, ambulance, etc.).

All media attention shall be directed to the director of schools' office.

Legal References:

Cross References:

[1.503 News Releases, News Conferences and Interviews](#)

[6.604 Media Access to Students](#)