

**CIVIL DEFENSE PLANS AND DRILLS**

The Board of Trustees of the San Dieguito Union High School District recognizes its responsibility for providing written policy guidelines for use by district schools in formulating individual civil defense and disaster preparedness plans. The Superintendent is responsible for preparing policy guidelines that meet the criteria established by the State Department of Education and shall be subject to approval by the County Superintendent of Schools. The policy guidelines shall be reviewed at least annually and revised as needed.

The written guidelines shall be developed in cooperation with State, County and City civil defense officials to assure coordination in times of an emergency. The guidelines shall include suggested courses of action to be taken to insure the welfare and safety of students under emergency situations. Procedures shall also be provided whereby the schools can be used, under disaster conditions, as a community resource for the care of people.

The principal of each school in the district shall submit to the Superintendent a Civil Defense and Disaster Preparedness Plan for his/her school that conforms to the district guidelines. Each school shall test its plan at least two times during the school year and keep a record of the test. The school plan shall be reviewed at least annually and be kept current.

**LEGAL REFERENCE****EDUCATION CODE**

33031 Rules and Regulations

**ADMINISTRATIVE CODE TITLE V**

560 Civil Defense and Disaster Preparedness Plans