

Safety and Emergency Measures 10000 Emergency Response Guide	Administrative Application	
	Last Reviewed / Approved on:	August 14, 2024
	References:	RCSD Emergency Response Guide for School Administrators Policy 12 – Role of the Director
	Status:	Operational

Application

1. At the beginning of each year, school administrators are required to update the Regina Catholic School Division (RCSD) [Emergency Response Guide for School Administrators](#) binder.
2. Provide an accessible and known location for this binder in the school administration office.
3. The RCSD [Emergency Response Guide for School Administrators](#) provides emergency procedure information regarding:

After School & Evening Emergency Plan	Attendance Walking Boundary Contact Info	AED (Automated External Defibrillator)	Bomb Threat	Break-in/ Vandalism	Bus Evacuation	Cold Weather Evacuation
Crisis Situation Overview	Emergency Evacuation Kits	Emergency Evacuation Plan	Emergency Response Recording Sheet	External Safety Hazard	Fire	Gym & School Evacuation
Hazardous Materials	Infectious Disease	Reverse Evacuation	Lockdown	Missing Student	Power Outages	Recovery
Secure the Building	Special Events Seating	Student Communication	Unscheduled Dismissal	Weapons	Weather Emergencies	Wildlife