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Dr. Tracolya Green, Superintendent

Dear Camden County Schools Parents and Guardians,

To ensure the safety of our students and staff, the Camden County Schools coordinates with the Camden Emergency Management Agency and local first responder agencies in conducting school emergency response drills as required by state statute. Scheduling and practicing a variety of emergency response procedures at the onset of the school year, and subsequently throughout the year ensures that students and staff know how to appropriately respond should an emergency arise. Camden County Schools is committed to maintaining a warm and nurturing environment that welcomes students and provides peace of mind for parents. We encourage you to reinforce our efforts to teach children (in an age-appropriate way) the importance of preparedness and awareness of personal safety.

Our goal is to ensure that all students and staff feel safe and supported as we work through these emergency response procedures. In addition to monthly fire drills and yearly weather drills, we are required by state statute to conduct an intruder/lockdown drill by October 1. This drill will consist of all staff and students being directed to secure themselves in a locked room, out of eyesight from doors and windows. The room lights are turned off and everyone remains quiet until administration or police determines "all-clear". This procedure would only be implemented when an imminent, clear and present danger poses a risk to students and staff. While these drills are required for schools to complete, we understand that these drills can cause some stress and/or anxiety for some of our students. Parents do have the right to opt out of the intruder/lockdown drills by contacting their school principal, however, we strongly encourage everyone to participate to ensure they are prepared.

Please feel free to contact your building Principal or Assistant Superintendent of Safety and Operations Steve Loden at 912-729-8374 or via email at [sloden@camden.k12.ga.us](mailto:sloden@camden.k12.ga.us) if you have any questions or concerns.

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**Board Members:**

**Jonathon Blount, Chairman • Jimmy Coffel, Vice-Chairman**

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# **School Fire Drill Guidelines**

## **2024-2025 School Year**

Under the guidelines of Code Section 25-2-31 in the official Code of Georgia, the State Fire Marshal's Office is responsible for executing a statewide fire prevention education program in schools across the state and implementing fire drills.

According to Section 404.2 of the International Fire Code, educational facilities and buildings must have an approved Fire Safety and Evacuation Plan in place. Monthly fire evacuation drills involving all occupants are mandatory. Reports of these drills need to be electronically submitted to the Office of the Safety Fire Commissioner.

### **Mandatory Drills:**

1. A fire drill is required within the first 10 days of the school year.
2. Another fire drill is mandatory within the first 30 days of the school year.
3. Monthly fire drills are essential when school is in session.
4. During February and November, fire drills can be replaced by severe weather or intruder alert drills.
5. In September, the fire drill can be replaced by an intruder alert drill. For further details, reach out to your GEMA Homeland Security Regional Contact. (Additional information provided).

# 2024-2025 School Year Emergency Drill Schedule

1. First 10 Days of school
  - Fire Drill
2. First 30 Days of school
  - 2nd Fire Drill
3. September
  - Intruder Alert Drill (Link to report provided by GEMA)
4. October
  - Fire Prevention Week October 6-12, 2024
  - Statewide Fire Drill on October 9 @ 10:00 AM
  - Statewide Makeup Fire Drill on October 16 @ 10:00 AM
5. November
  - Severe Weather Awareness
    - (Note: The National Weather Service releases the actual date only a month in advance. Therefore, we provide a tentative date to assist with preplanning for the year.)
  - Tentatively - Severe Weather Drill on November 6 @ 9:00 AM
  - Tentatively - Severe Weather Drill Makeup on November 13 @ 9:00 AM
6. December
  - Fire Drill
7. January
  - Fire Drill
8. February
  - Severe Weather Week
    - (Note: The National Weather Service releases the actual date only a month in advance. Therefore, we provide a tentative date to assist with preplanning for the year.)
  - Tentatively - Severe Weather Drill on February 5 @ 9:00 AM
  - Tentatively - Severe Weather Drill on February 12 @ 9:00 AM
9. March
  - Fire Drill
10. April
  - Fire Drill
11. May
  - Fire Drill

If you have summer school and students are in the building, remember to continue with fire drills.

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## CAMDEN COUNTY SCHOOLS THREAT ASSESMENT AND RESPONSE PROTOCOL

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### OVERVIEW

A threat is a communication of intent to harm someone that may be spoken, written, gestured, or expressed in some other form, such as via text messaging, email, or other digital means. An expression of intent to harm someone is considered a threat regardless of whether it is communicated to the intended target(s) and regardless of whether the intended target is aware of the threat. Threats may be implied by behavior, planning, or preparing to commit a violent act. When in doubt, treat the communication or behavior as a threat and conduct a threat assessment. Threats are not easily recognized as harmless (ex: an obvious joke that no one worries about) should be reported to the school administration or other team members. The administrator or another team member makes a preliminary determination of seriousness of the threat. The students, targets of the threat, and other witnesses should be interviewed to obtain information using this protocol. A **transient** threat means there is no sustained intent to harm, and a **substantive** threat means the intent is present (or not clear) and therefore requires proactive action. This form is a guide for conducting a threat assessment, but each case may have unique features that require some modification.

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### School Level Threat Assessment Team Members:

- School Administrator
- School Resource Officer
- Counselor
- School System Administrator (if applicable)

### Most Common Reasons for a Threat Assessment Team Meeting:

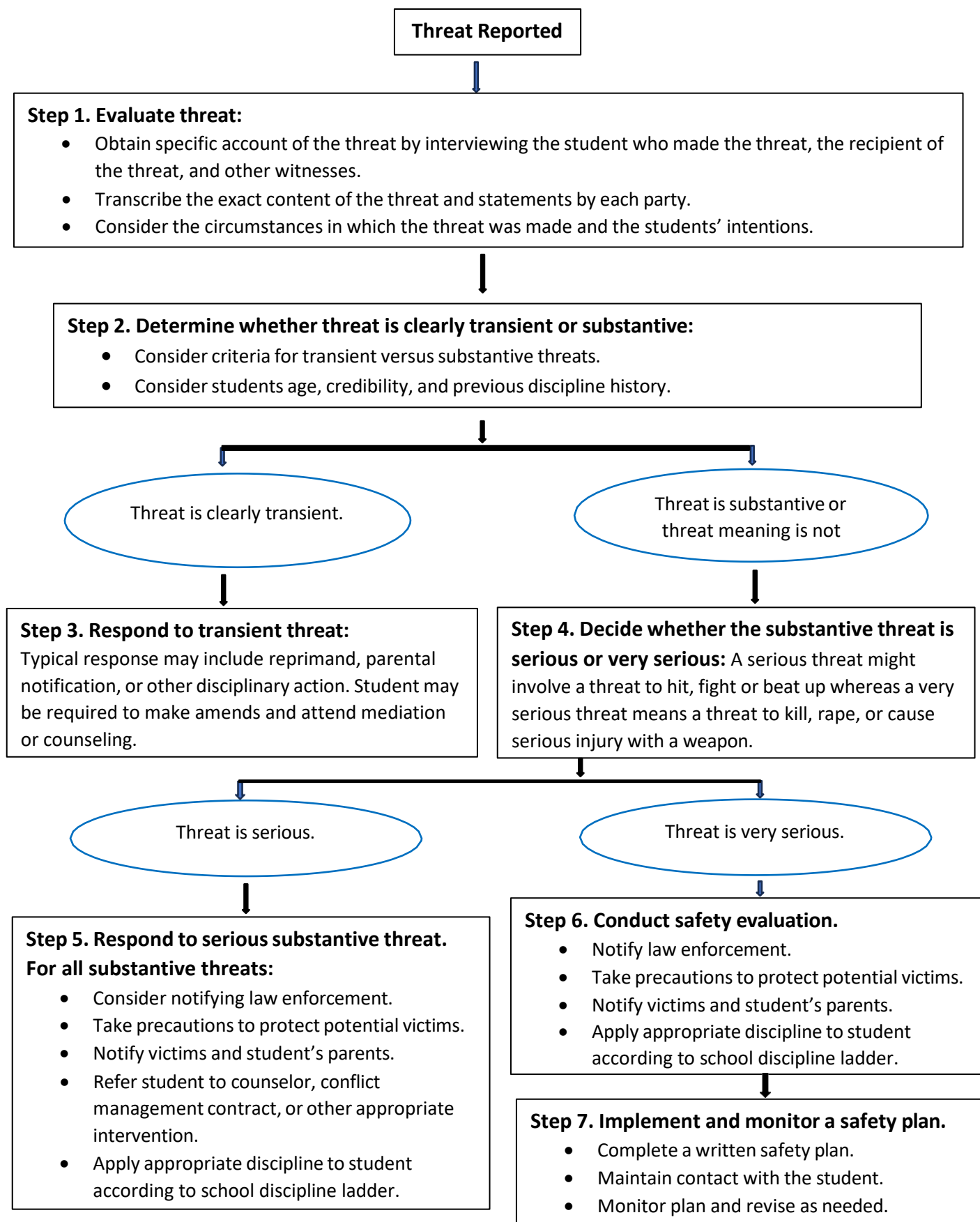
- Implicit or explicit threat to harm self
- Implicit or explicit threat to harm others
- Possession of a weapon
- Use of weapon

### Components of Threat Assessment Team Meetings:

- Identification- Is violence immediate and imminent.
- Evaluation
- Intervention
- Follow up

### Obligation to warn:

- Following a serious or substantive threat, the potential victim(s) and their parents must be warned.



\*This is a revision of the 7-step Virginia Student Threat Assessment Guidelines

