

Administrative Procedure 3040 MR2

Emergency Preparedness – Critical Incident Response

1. **Definition**

A critical incident is an event which has a social, emotional or psychological impact upon a school community to such an extent that the educational mandate cannot be fulfilled. Examples include the death or serious injury of a student, staff or community member.

2. **Critical Incident Response Teams**

2.1 The superintendent of schools and/or his/her designate shall oversee the development of critical incident response procedures.

2.2 There shall be a critical incident response team at the school/site and district level.

3. **Critical Incident Response**

3.1 Administrative officers or site supervisors shall inform the superintendent of schools or his/her designate when a critical incident has occurred.

3.2 The manual *Critical Incident Response* shall be used as a general guideline for procedures to be utilized during a critical incident.