



Galileo Academy of Science and Technology

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SCHOOL SITE EMERGENCY PLAN WHAT FACULTY AND STAFF NEED TO KNOW

What is my role when an emergency is declared?

Section 3100 of the California Government Code states that public employees are Disaster Service Workers (DSWs) who are subject to the disaster service activities assigned to them by their superiors or by law. SFUSD employees are designated as DSWs. Section 3100 of the California Government Code applies to public school employees for cases in which (1) a local emergency has been proclaimed, (2) a state of emergency has been proclaimed or (3) a Federal disaster has been made.

When school emergencies occur, follow procedures as outlined in the Galileo Academy of Science and Technology School Site Emergency Plan.

SFUSD Responsibilities

In case of an emergency declared by the superintendent during school hours, all students are required to remain at schools. Students will not be permitted to leave the school site until (1) regular dismissal time (only if it is declared safe to do so) and/or (2) an adult authorized by the parent/legal guardian (and whose name appears on the student's emergency information card) arrives to pick up the student. Also note the following: if students are on their way to school and a disaster is declared, they will be instructed to continue to school (if they are on their way home, they will be instructed to continue). During a declared emergency, those students who have not been picked up by an authorized adult may be taken by District personnel to another site where consolidated care, food and shelter can be provided.

What can I do to prepare myself for a declared emergency?

Review your role and responsibilities in school site emergency procedures. As a designated Disaster Service Worker, you are responsible for your students until your Site Administrator says you may leave. To alleviate some of your concern about your own home and family, prepare a 72-hour emergency plan (including the creation of an emergency supply kit for your home and car and a plan to reunite with your family).