



Genesee Community Charter School
at the Rochester Museum & Science Center

Emergency Plan
Summary

The GCCS Emergency Plan sets forth action steps to be taken in the event of an emergency situation that threatens the safety of students, staff, or school property. The plan includes contact information for local emergency officials, school staff, and museum personnel.

The Emergency Response Plan provides general considerations for risk reduction, response, and recovery for a variety of internal and external hazards:

- ✓ Fire or explosion
- ✓ Gas leak, fumes, or chemical spill
- ✓ Bomb threats or suspicious devices
- ✓ Neighborhood threats
- ✓ Intruder or kidnapping attempt
- ✓ Active Shooter emergencies
- ✓ Weather emergencies
- ✓ Bus accident
- ✓ Excursion emergencies

The plan contains a section for each of the following emergency responses: lockout, lockdown, shelter-in-place, hold-in-place, and evacuation. In the event that evacuation of the school building is required, alternate sites on campus, within the neighborhood, and outside the neighborhood are identified. The Missing Child section describes protocols and tasks to be performed by specific school personnel in the event of a missing child.

The Disaster Recovery Plan outlines the immediate and school-level responses to a disaster and names specific staff members responsible for actions necessary to recover from a disaster.

Daily, weekly, monthly, and annual responsibilities for the School Leader and Coordinator of School Operations are described. This section includes the location of key materials and names of important contact people. A succession plan is also included.

Floor plans and maps of the school, campus, neighborhood, and city are included, as are evacuation routes and staff and student rosters.

The plan also includes emergency contact information for all students and staff.

Due to the recent COVID-19 pandemic, there is a separate Safety and Wellness Section in the GCCS Reopening Plans regarding adjustments to the Emergency Plan protocols as well as additional COVID-19 prevention strategies are named for in-person instruction. This section of the Reopening Plans is also included in the Emergency Plans filed in the Main Office.