



## **Emergency Management & Disaster Prevention at Schools**

(This course is one in the Professional Development Series)

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**One Day Course**

**Saturday, 3 May, 2008**

9 am to 4 p.m.

**Central Montessori Schools**

**18 Coldwater Road, ((York Mills) near Leslie and HWY 401)**

**Toronto, Ontario**

**\$150 for Individuals**

**\$200 for Institutions (Business, Government and Not for Profit)**

**\$100 CCMA Members**

**Fees include: handouts, lunch & beverages**

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All communities are vulnerable to a variety of hazards. Emergency management provides a structure for anticipating and dealing with emergency incidents. Activities are geared according to phases before, during, and after emergency events.

The effectiveness of emergency management rests on a network of relationships among partners in the system.

### **Suitable For**

The goal of this course is to introduce you to the fundamentals of emergency management as an integrated system, surveying how the resources and capabilities of all functions at all levels can be networked together in all phases for all hazards. This course is one in the Professional Development Series.

The course is designed for school administrators, principals, and first responders in emergency management. It is also suitable for those who have management or executive responsibility for pre-emergency risk assessment, emergency planning, managing emergencies and business continuity. However, anyone with a personal or professional interest in school and workplace preparedness is welcome to participate.

## Course outline

Schools play a unique role in emergency management. Charged with the safety and care of children, school personnel have the moral obligation to ensure that they are able to respond appropriately in an emergency situation.

This course will introduce you to some fundamental planning concepts. By the end of this lesson, you will be able to:

- Explain the distinction between emergency planning and crisis intervention
- Describe the hazards that should be addressed in a comprehensive Emergency Operations Plan
- Explain the benefits of emergency planning

This course will describe:

- Emergency Management operations, roles and duties
- Risk assessment
- The four pillars of emergency management: Mitigation/Prevention, Preparedness, Response, and recovery
- Creating a planning committee

The course will explain:

- How to assess potential risks & hazards that schools may face;
- How to develop and test an Emergency Operations Plan that address all potential hazards
- How to develop and test a business continuity plan

## Key concepts covered in the course include:

### *Planning Versus Crisis Intervention*

- **Crisis intervention (response)** is reactive, occurring after an emergency event
- **Emergency planning** is proactive, enabling schools (and communities) to reduce the frequency and magnitude of emergencies and to respond faster and more appropriately
- **Effective planning** (including exercising the Emergency Operations Plan, also referred to as the Plan in this course) helps prevent emergencies from becoming crises

### *All-Hazards Approach*

Planning issues are the same, regardless of the type of emergency. A comprehensive Plan should address all hazards including:

- Natural hazards (earthquakes, floods, tornadoes, etc.)
- Technological hazards (nuclear accidents, power outages, etc.)

- Human made hazards (hazardous material spills, terrorism)

**Benefits of School Emergency Planning**

Some of the benefits of emergency planning include:

- Actions taken to increase safety can be worthwhile on a daily basis, not just in an emergency
- Planning is an excellent opportunity to involve students, parents, and the entire community
- Families and the community can learn from the school's planning efforts
- Rapid response to an emergency situation can prevent injuries, save lives, and allow for a more rapid return to normal school operations

Sec #	Course Outline	Section Delivery Method
Sec - 1	<u>The Evolution of Emergency &amp; Security Management:</u> The Roman Empire up to Present Times, Technological, Human-induced, and Natural Hazards leading to Disasters	Case Study
Sec - 2	<u>Emergency Management Ontario:</u> Ontario's Emergency Response System	Backgrounder
Sec-3	<u>Principals of Emergency Management:</u> <ul style="list-style-type: none"> <li>• Understanding the four pillars: mitigation/prevention, preparedness, response &amp; recovery</li> <li>• Based on Hazard Identification and Risk Assessment</li> </ul>	Outputs
Sec - 4	<u>Individual Emergency Preparedness:</u> <ul style="list-style-type: none"> <li>• Why do we need to be prepared at home for effective/efficient response &amp; recovery at work</li> </ul>	Emergency Preparedness Kit
Sec - 5	<u>Emergency Management &amp; Civil Protections Act:</u> <ul style="list-style-type: none"> <li>• The impact on an organization or any school of the new legislation if an emergency is declared</li> </ul>	Legislation
Sec - 7	<u>The Structure of Emergency Response Plans:</u> <ul style="list-style-type: none"> <li>• including the Emergency Management Team and the ICS at the workplace and at schools</li> </ul>	Templates

	<ul style="list-style-type: none"> <li>Where to begin?</li> </ul>		
Sec – 7	<b>Exercise:</b> <ul style="list-style-type: none"> <li>Exercises are a key mechanism for validating the effectiveness of plans.</li> </ul>	Tabletop/Role Play	
Sec – 8	<b>Making Plans:</b> <ul style="list-style-type: none"> <li>Creating a plan for schools and other workplaces</li> </ul>	Debriefing/review/application	
	Total hrs.	6-7 hrs.	
	<ul style="list-style-type: none"> <li><a href="#">Emergency Manager Toolkit</a></li> <li><a href="#">Acronyms Abbreviations &amp; Terms</a></li> </ul>	Reference Material	

### Learning outcomes:

Upon completion of the Emergency Management Basics & Disaster Prevention at Schools Course, you will have achieved;

- Establishing interest in progressing individual abilities and responsibility
- Recognize & define incident response & management in the government sector and how we work together in an emergency incident.
- Have an understanding of basic emergency management concepts and emergency operations.
- How to clearly read your emergency plan and revise as per defined components.

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