

BIG HORN COUNTY SCHOOL DISTRICT NUMBER ONE
Box 688
Cowley, Wyoming 82420
POLICIES AND REGULATIONS
File: EBCC

BOMB THREATS

If notice that a bomb is planned in the school building is received by phone the individual who takes the call will keep the caller on the line as long as possible and find out as much as possible while someone else calls the phone company to have the call traced. The fire alarm will be sounded and students will evacuate the building along established fire escape routes.

The principal or designee shall immediately telephone the fire department at 911 and then call the superintendent at 548-2254.

After the building is evacuated:

- a. Send the town students home
- b. Arrange for buses to pick up bus students.
- c. Notify radio stations of emergency school dismissal.

In case of the discovery or an actual or suspected incendiary/explosive device, DO NOT TOUCH THE DEVICE. Notify the principal and report the location.

The principal or designee shall proceed as outlined above.

The area where the device is located should be closed.

At the conclusion of the episode the principal shall make a written report to the superintendent.

Issued: May 20, 1988