

BOMB THREATS PROCEDURES

A. Development of Bomb Threat Procedures

The Superintendent (or designee) shall be responsible for developing and implementing procedures specific to bomb threats as part of the school unit's Crisis Response Plan. These procedures are intended to inform administrators and staff of appropriate protocols to follow in the event that a bomb threat is received and should include provisions to address:

1. Threat assessment (for the purpose of identifying a response that is in proportion to the threat, in light of what is necessary to ensure safety);
2. Building evacuation and reentry (including selection of potential alternative sites for those who are evacuated);
3. Incident "command and control" (who is in charge, and when);
4. Communications contacts and mandatory bomb threat reporting;
5. Parent notification process;
6. Training for staff members; and
7. Support services for students and staff.

The initial bomb threat procedure will be subject to approval by the Board. The Superintendent (or designee) will be responsible for overseeing a review or evaluation of bomb threat procedures prior to the Board's required annual approval of the school unit's Crisis Response Plan, or following implementation of the procedure in response to a specific threat.

B. Reporting of Bomb Threats

A student who learns of a bomb threat or the existence of a bomb on school premises must immediately report such information to the building principal, The School Resource Officer or other employee in a position of authority.

An employee of the school unit who learns of a bomb threat shall immediately inform the building administrator. The building administrator shall immediately take appropriate steps to protect the safety of students and staff in accordance with the school unit's bomb threat procedure, as developed under Section C, and inform the Superintendent of the threat.

All bomb threats shall be reported immediately to the local law enforcement authority, as provided in the bomb threat procedures.

The Superintendent shall be responsible for reporting any bomb threat to the Department of Education within two business days of the incident. Reports will include the name of the school, the date and time of the threat, the medium used to communicate the threat, and whether or not the perpetrators have been apprehended.

C. Student Disciplinary Consequences

Making a bomb threat is a crime under Maine law. Any student suspected of making a bomb threat shall be reported to law enforcement authorities for investigation and

50 possible prosecution . Apart from any penalty imposed by law, and without regard to
51 the existence or status of criminal charges, a student who makes a bomb threat shall
52 be subject to the disciplinary action by the school.

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54 The administration may suspend and/or recommend for expulsion any student who
55 makes a bomb threat. The making of a bomb threat will be considered deliberately
56 disorderly within the meaning of 20-A M.R.S.A. § 1001(9) and will be grounds for
57 expulsion if found necessary for the peace and usefulness of the school.

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59 In addition, a student who is found after hearing by the Board to have brought a bomb
60 to school shall be expelled from school for at least one year in accordance with 20-A
61 M.R.S.A. § 1001(9-A) except that the Superintendent may modify the requirement
62 for expulsion based on individual circumstances.

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64 A student who has been identified through the PET process as having a disability and
65 whose conduct in violation of this policy is related to the disability shall be
66 disciplined as provided in Policy JKF Disciplinary Removal of Students with
67 Disabilities.

68 69 D. Aiding Other Students in Making Bomb Threats

70 A student who knowingly encourages, causes, aids or assists another student in
71 making or communicating a bomb threat shall be subject to the disciplinary
72 consequences described in Section E of this policy.

73 74 E. Failure to Report a Bomb Threat

75 A student who fails to report information or knowledge of a bomb threat or the
76 existence of a bomb or other destructive device in a school building or on school
77 property may be subject to disciplinary consequences, which may include suspension
78 and/or expulsion.

79 80 F. Staff Disciplinary Consequences

81 A school system employee who makes or communicates a bomb threat will be
82 reported to appropriate law enforcement authorities and will be subject to disciplinary
83 action up to and including termination of employment. Disciplinary action taken
84 shall be consistent with collective bargaining agreements, other employment
85 agreements and Board policies.

86 87 G. Civil Liability

88 The school unit reserves the right to bring suit against any individual responsible for a
89 violation of this policy and to seek restitution and other damages as permitted by law.

90 91 H. Lost Instructional Time

92 Instructional time lost as a result of a bomb threat will be rescheduled at the earliest
93 appropriate opportunity, as determined by the Superintendent in consultation with the
94 Board.

95 Lost time may be rescheduled on a weekend or vacation day, or after what would
96 normally be the last day of the school year, except on days when schools must be
97 closed as required by law.

99 Legal References: 18 U.S.C §§ 921;8921
100 17-A M.R.S.A. § 210
101 20-A M.R.S.A. §§ 263; 1001(9); 1001 (9-A); 1001 (17); 1001 (18)
102 Ch. 125 § 10.06 (Me. Dept. of Ed Rules)
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104 Cross References: EBCA Crisis Response & Safety
105 JIC Student Code of Conduct
106 EBCC Bomb Threats
107 JKF Disciplinary Removal of Students with Disabilities Policy
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