

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Section SCHOOLS AND STUDENTS

Policy Name BOMB THREAT RESPONSE
 Management Guideline Applies

532

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RATIONALE

~~Staff, students, and visitors in Ontario's schools have the right to learn, work, and be present in a safe and secure environment. To enhance safety and security, it is important that schools have plans for responding to bomb threats. According to the RCMP, the overwhelming majority of reported bomb threats are unfounded, but some are not. Care must be taken, therefore, to deal with each incident calmly and consistently.~~

~~The Ministry of Education, school boards, and police services continue to work in partnership to create safe school environments through the Police and School Board Response Protocol. This work includes planning and preparation in the event that a bomb threat is received, an explosive device is discovered, or an explosives incident takes place.~~

The Superior-Greenstone District School Board is committed to providing a safe, secure, and supportive learning and working environment for students, staff, and visitors. Threats involving explosives, whether credible or not, have the potential to cause significant disruption and harm and must be addressed in a calm, consistent, and coordinated manner.

The Board recognizes that while most bomb threats are unfounded, each threat must be treated seriously and responded to in accordance with provincial expectations, legislation, and local police direction. Effective planning, training, and cooperation with emergency services are essential components of school safety.

POLICY

~~It is the policy of the Superior-Greenstone District School Board that all schools will have plans and procedures for bomb threat response, which must be included in the school's Emergency Procedures Plan. The procedures for this plan are in section 9.9 of 520 Management Guidelines – Police and School Board Response Protocol, and the forms and other information to be included in the plans are contained in Appendix C of the same document. The procedures, forms, and other relevant information are contained in the Management Guidelines of this policy 532 – Bomb Threat Response as well. The direction of the police or fire department supersedes this policy.~~

It is the policy of the Superior-Greenstone District School Board that:

1. All schools and Board facilities shall maintain a bomb threat response plan as part of their site-specific Emergency Procedures Plan.

2. Bomb threat response planning and decision-making shall be conducted in collaboration with local police services and emergency responders, and the direction of police or fire services shall supersede Board policy where applicable.
3. Bomb threat response shall be aligned with:
 - The Education Act
 - The Occupational Health and Safety Act
 - The Child, Youth and Family Services Act (CYFSA)
 - The Provincial Model for a Local Police/School Board Protocol
 - Any other applicable provincial legislation or Ministry of Education direction
4. The Board shall ensure that staff, students, and relevant partners are aware of their roles and responsibilities in relation to bomb threat response, as defined in Board policy and supporting administrative documents.

PROCEDURES

- ~~1. All school boards in Ontario must establish a bomb threat response policy to ensure the development and implementation of individual school plans.~~
- ~~2. The board must ensure that its staff, students, and other partners are aware of their obligations/responsibilities within the individual school plans.~~
- ~~3. The principal or designate of each school is responsible for the overall development and final content of the individual school plan, and that the plan meets the requirements established in the Police and Schools Board Response Protocol.
 - ~~3.1 The principal or designate is also responsible for inviting police, fire, and emergency medical services (EMS) to participate in plan development and for making them aware of planning and drills; for the training of staff and students; and for the overall safety of staff and students.~~
 - ~~3.2 The principal or designate must be completely familiar with the school's bomb threat plan with the scope of the authority vested in, and the responsibilities associated with, the principal's position as defined in the plan.~~~~

- ~~4. In the event of a bomb threat, the person receiving the bomb threat must contact the police (911), inform administration and complete the **Bomb Threat Intake Checklist** (Appendix A7) in 532—Bomb Threat Response—Management Guideline.~~
- ~~5. As many schools have licensed childcare centres and/or other tenants and community groups using school premises, sometimes outside of regular school hours, those organizations or individuals must be taken into consideration at all stages, including planning, training, and drills, and they must be informed of the need to follow bomb threat response procedures.~~
- ~~6. Principals must make best efforts to ensure that the appropriate staff from organizations sharing school facilities are included in the development and implementation of bomb threat response procedures and that these organizations participate in relevant aspects of planning, training, and drills, whenever possible.~~

1. Legislative and Policy Framework

Bomb threat response procedures shall be implemented in accordance with applicable legislation, including the *Education Act*, the *Occupational Health and Safety Act*, and the *Child, Youth and Family Services Act (CYFSA)*, as well as the Provincial Model for a Local Police/School Board Response Protocol and any related Ministry of Education direction.

2. Board Responsibilities

The Board shall ensure that:

- All schools and Board facilities maintain a site-specific bomb threat response plan as part of their Emergency Procedures Plan; and
- Schools are supported through appropriate training, resources, and alignment with Ministry of Education expectations and the local Police/School Board Response Protocol.

3. School Administration Responsibilities

The principal or designate of each school is responsible for:

- The overall development, implementation, and maintenance of the school's bomb threat response plan, ensuring alignment with the Police/School Board Response Protocol;
- Being fully familiar with the school's bomb threat response plan and the scope of authority and responsibilities associated with the principal's role during a bomb threat or explosives incident;
- Ensuring that police are contacted immediately when a bomb threat is received and that all direction provided by police, fire, or emergency services is followed; and
- Ensuring that staff, students, and relevant partners are aware of their roles and responsibilities related to bomb threat response, as outlined in Board policy and supporting management guidelines.

4. Police and Emergency Services Authority

Bomb threat response planning and decision-making shall be conducted in collaboration with local police services and emergency responders. During a bomb threat or explosives incident, the direction of police, fire, or emergency medical services shall take precedence over Board and school procedures.

5. Reporting Obligations

Where information obtained during a bomb threat response provides reasonable grounds to suspect that a child needs protection, staff shall fulfill their duty to report in accordance with the *Child, Youth and Family Services Act* and the Police/School Board Response Protocol.

6. Training and Awareness

The principal or designate shall ensure that bomb threat response procedures are communicated to staff and students in an age-appropriate manner and are reviewed as part of the school's Emergency Procedures Plan, consistent with Ministry of Education expectations.

7. Accessibility and Individual Needs

Bomb threat response planning shall take into consideration the needs of students, staff, and visitors with disabilities, medical conditions, or other individual needs, consistent with applicable legislation and Ministry of Education guidance.

8. Shared Facilities and Community Use

Where licensed childcare centres, community programs, or other organizations operate within school facilities, principals shall make reasonable efforts to ensure that these groups are informed of bomb threat response procedures and are included, where appropriate, in planning and preparedness activities.

9. Post-Incident Review

Following a bomb threat incident, schools shall participate in a review of the response, as appropriate, to support continuous improvement of emergency planning and school safety procedures.

REFERENCES

Superior-Greenstone District School Board

1. Superior-Greenstone District School Board. *Policy 532: Bomb Threat Response*.
2. Superior-Greenstone District School Board. *532 Management Guideline – Bomb Threat Response*.
3. Superior-Greenstone District School Board. *520 Management Guidelines – Police and School Board Response Protocol*.

Ontario Legislation

1. *Education Act*
2. *Occupational Health and Safety Act*
3. *Child, Youth and Family Services Act, 2017*

Ministry of Education / Provincial Direction

1. Ontario Ministry of Education and Ministry of the Solicitor General. *Provincial Model for a Local Police/School Board Protocol*.
2. Ontario Ministry of Education. *Emergency and Crisis Response Guidance for Elementary and Secondary Schools in Ontario*.

