



ADMINISTRATIVE PROCEDURES

SUBJECT: Tornado Response Protocol

Background

One of the Lambton Kent District School Board's main priorities is the protection/safety of its students and staff. Since extreme weather conditions can create vulnerability in this regard, schools must be prepared to respond in order to safeguard the welfare of all concerned.

Canada ranks second in the world, only to the United States in terms of tornado risk. In Canada, tornadoes primarily occur between the months of May and September with peak numbers in July. The region of southwestern Ontario has the highest probability of reported tornado occurrence, coupled with a very high population density, making it the region of greatest risk. Statistics indicate that tornadoes in Ontario usually occur in the mid to late afternoon. The implications for schools are clear as buildings are very likely to be occupied during this period of time, and school programs, including those being held off-site, are underway.

In Preparation for Potential Tornado Conditions:

1. Responsibilities of the Principal:
 - 1.1 Ensure that a Tornado Response Plan, including a floor plan and hall assignments, is in place to guide actions in the event of tornado conditions.
(Reference p. 30 and 68 in L.K.D.S.B.'s Emergency Procedures Manual.)
 - 1.2 Review the Tornado Response Plan annually, and update as required.
 - 1.3 Communicate the response procedures to school staff and students, a minimum of twice annually – following the return to school after March Break, and following the return to school in September.
 - 1.4 Conduct a Tornado Drill a minimum of once each school year.

In the Event of Tornado Conditions:

1. Responsibilities of the Principal:
 - 1.1 Initiate the response plan.
 - 1.2 Monitor developments based on observed and relayed information.
 - 1.3 Provide staff and students with regular updates and direction as required, including those located off-site.
 - 1.4 Communicate needs to central office staff as identified.
 - 1.5 Respond to parents who call or attend on-site.
 - 1.6 Provide a status report to central office staff once the tornado alert has been rescinded.

2. Responsibilities of Central Office Staff:
 - 2.1 Communicating an alert to all locations at the first indication of the potential for tornadoes to develop, and providing information and site support on an as-needed basis throughout the tornado alert.
 - 2.2 Coordinating a transportation plan in conjunction with the Transportation Manager and school bus operators in affected areas, and communicating the plan to all locations.

Implementation Date: April 13, 2005
Reviewed: September 25, 2108

Reference: LKDSB Emergency and Crisis Response Plan - Policy, Regulations and Procedures,
Emergency Procedures Manual
LKDSB Inclement Weather - Policy, Regulations and Procedures