

**EL DORADO UNION HIGH SCHOOL DISTRICT  
BOARD POLICY**

**Business and Noninstructional Operations**

**EARTHQUAKE EMERGENCY  
PROCEDURE SYSTEM  
BP 3516.3**

Earthquakes occur without warning. For their safety, children shall be taught methods of protecting themselves from the hazards of earthquakes.

The Superintendent or designee shall establish an emergency procedure system to be followed in case of earthquakes. This system shall include, but not be limited to, the following:

1. A school earthquake response plan, ready for implementation at any time, for maintaining the safety and care of students and staff. This plan should outline roles, responsibilities and procedures for students and staff.
2. A DROP procedure, whereby each student and staff member takes cover under a table or desk, drops to the knees, protects the head with arms, and faces away from the window.
3. Protective measures to be taken before, during and after an earthquake.
4. A training program to ensure that all students and all certificated and classified staff are aware of, and properly skilled in, the earthquake emergency procedure system.  
*(Education Code 35297)*

Drop procedures shall be practiced at least once each semester in secondary schools.  
*(Education Code 35297)*

***Legal Reference:***

*EDUCATION CODE*

*35295-35297 Emergency earthquake procedures*