## **Bomb Threats**

As soon as a bomb threat is reported to the administration, the school district facility should be cleared immediately. The appropriate school district or law enforcement officials will make a thorough search. Employees and students shall remain outside the school district facility until it is determined that danger no longer exists.

It shall be the responsibility of the superintendent to file a report or keep a report of each incident for the school district records.

Approved: January 18, 1999

Reviewed: September 29, 2015