



Employee Safety During Emergencies

The St. James-Assiniboia School Division takes employee safety seriously.

If you have a disability, whether permanent or temporary, visible or invisible, and believe you may need help during an emergency, please let me know. The school division prepares for fire evacuations, lockdown or hold and secure situations, and weather-related emergencies such as tornadoes. Please consider the self-assessment questions below. If you determine you may need specific accommodations during an emergency, please contact me and I will work with you to develop an individualized emergency response plan. I do not need to know the details of your medical condition or disability. I just need to determine the kind of help you may need. The information you provide will be kept confidential and would only be shared with your consent. For example, if you need another person to assist you during an emergency, I would request that you allow me to share the relevant information with that helper. If you have questions or you already have emergency response information and need to adjust it, please let me know and we can go through it together.

Self-Assessment

1. Can you see or hear the fire alarm signal?
2. Can you hear a lockdown announcement?
3. Are you able to move to the designated tornado shelter area?
4. Can you activate the fire alarm system?
5. Can you use the emergency exits?
6. Can you exit the building without assistance or support?
7. Are you able to evacuate during a stressful and crowded situation?
8. If you require help to evacuate, consider what instructions people may need to help you.
9. Do you require any other specific accommodations in an emergency?

Thank you.

Principal