



# School Safety and Security

December 2018

## Emergency Operations Planning

### Overview

Each school day, Maine's schools are entrusted to provide a safe and secure learning environment for about 180,000 elementary and secondary school students in public and publicly funded private schools. Schools take steps to plan for potential emergencies through the creation or annual update of an all hazard emergency operations plan (EOP) that is supported by leadership and includes functional needs of the whole community.

### Maine Law

Maine statute 20-A M.R.S. § 1001(16) mandates school emergency operations plans (EOPs).

*Each school board shall annually approve a comprehensive emergency management plan [AKA emergency operations plan (EOP)] developed by the school unit administration working with school teachers and staff and local, county and state public safety officials, fire-fighting personnel, emergency management officials, mental health officials and law enforcement officials to identify and deal with all hazards and potential hazards that could reasonably be expected to affect a facility or unit under the authority of the school administrative unit. The approval of a comprehensive emergency management plan [AKA emergency operations plan (EOP)] under this subsection is public information. . . . Except as provided in paragraphs A to D, release of the contents of a comprehensive emergency management plan [AKA emergency operations plan (EOP)] approved under this subsection is subject to the limitations set forth in Title 1, section 402, subsection 3, paragraph L.*

### Recommendation

We recommend that planning teams responsible for developing and revising school EOPs use the *Federal Guide to Developing High-Quality School Emergency Operations Plans* to direct their efforts. The guide provides examples of good practices and matters to consider for planning and implementation purposes and incorporates national efforts to keep children safe. Schools are encouraged to collaborate with their County Emergency Management Agency when developing and revising EOPs.

For additional information on emergency operations planning, please visit the Maine Department of Education security webpage at: <https://www.maine.gov/doe/schools/security>



For more information on the bulletin topic, please contact the MEMA Public Information Officer Susan Faloon at [susan.faloon@maine.gov](mailto:susan.faloon@maine.gov)