

Year Three Proposal

San Rafael City Schools

Year Three SRSC Goals and Objectives

Emergency Services Training and Drill Proposal 3rd year

- Training , Exercises - Time period : TBD

NBSG Scope of Service:

1. Update site administrators training – NBSG will provide a cursory overall plan review -highlights, review of plan tools and discuss the plan elements developed in the first two years of this program. During this meeting the consultants will outline the functional drill and site responsibilities for each site to carry out this drill. ****NBSG will coordinate directly with Central Services for the Introduction meeting and drill outline meeting.*

Meeting duration 1.5 hours

2. Pathway to Disaster Drill – NBSG will meet with each individual school site safety committee and /or administrator to discuss plans/steps to conduct a comprehensive onsite disaster drill with students. ******It will be each site administrator’s responsibility to coordinate directly with NBSG for this exercise planning meeting.*
 - a. *The district has identified that each site is in varying degrees of preparedness, a single disaster drill scenario will be tailored to exercise that particular sites readiness. Each site scenario will include 4-6 variables depending on the level of the sites ability to respond to the scenario. (A total of three levels of scenarios will be developed for the SRCS for this proposal, all based around an earthquake).*
 - b. *Drill date and time to be established during this meeting.*
 - c. *It will be each sites responsibility to prepare for the drill, have all the appropriate props, equipment, forms and staff in place to execute the drill based upon the scenario provided by the consultant. This is a training exercise.*

Meeting duration 1 hour.

3. NBSG will attend each site's disaster drill and provide feedback and recommendations based upon their observations of the event. **Drill length to be no greater than 60 minutes and a 15 minute debrief session.**
 4. NBSG will develop a multi- site (3 -4 sites) and District EOC Table Top Exercise to assess the district office EOC systems.
 5. An individual "Site Drill" observation report will be provided post exercise to the site administrator and the district.
 6. Lockdown, Shelter in place training and drills:
 - a. NBSG will participate and evaluate 3 lockdown drills. The final drill will take place while students are at recess or lunch. Every attempt will be made to have local law enforcement participate in at least one of the drill (s).
- Training days will vary.