

## **Concord School District Policy #752**

### **Bomb Threats**

In the event of a bomb threat, the following procedures will be observed in the Concord School District:

1. The person receiving the bomb threat over the telephone shall report immediately to the principal if, if he/she is not available, the next person in charge.
2. Every effort will be made to keep the caller on the telephone in order to obtain some identification or to allow for the possibility of tracing the call. The person receiving the call will submit in writing all that was said and any other pertinent information.
3. The police department and fire department shall be notified immediately.
4. A decision regarding appropriate action shall be made by the principal. The overall safety of all students shall be the underlying basis of all decisions.
5. If the building is to be evacuated, the fire drill procedure shall be observed.

Adopted June 1984