

EMERGENCY ACTION PLANNING HAZARDOUS WEATHER WHILE ON A BUS

SEVERE WEATHER & TORNADO WATCH

The coach/advisor and bus driver should:

1. monitor weather reports
2. know the protocol in case severe weather occurs, or contact the activities director, principal, superintendent, and/or transportation director
3. consider finding shelter and discuss possible safe locations
4. prepare for a tornado warning

TORNADO WARNING – Take shelter in the nearest building, or as a LAST RESORT, if a building is unavailable, have students lie down in a ditch or depression, AWAY from any vehicle which could roll over them, (**Do NOT go under an overpass!**)

The coach/advisor should:

1. remain calm
2. have the bus driver radio the transportation director with the location
3. account for all participants and other personnel once in shelter
4. have all participants and other personnel remain quiet and have them listen to instructions
5. have all participants and other personnel sit on the floor facing the wall, legs crossed, head down and hands clasped over head
6. avoid spaces that are opposite doorways, areas with swinging doors, rooms with windows or glass, areas with large roof spaces
7. as a LAST RESORT, have students lie down in a ditch if no safe building is available
8. contact the athletic director, principal and/or superintendent as soon as possible

The activities director / event manager should:

1. communicate with the transportation director

IF the event the bus is headed to is cancelled...

2. contact principal and/or superintendent
3. contact the AD from the opposing school to inform of the situation and reschedule the contest
4. communicate cancellation and rescheduling information with the media
5. follow school protocol regarding releasing information about the situation to the media

The following links are provided by the National Weather Service.

<http://www.spc.noaa.gov/faq/tornado/safety.html>

<http://www.spc.noaa.gov/faq/tornado/school.html>

Information provided by the Iowa High School Athletic Association and adapted, with permission, from the Michigan Interscholastic Athletic Administrators Association. It is meant to provide guidelines for schools to refer to as they develop their own emergency action plans.