School
Earthquake Preparedness Guidebook

State of Arkansas
# TABLE OF CONTENTS

## Introduction

- **Section 1** Administrator
- **Section 2** The Nature of the Earthquake Threat
- **Section 3** Earthquake Response Procedures
- **Section 4** Identification & Reduction
- **Section 5** Storing Supplies
- **Section 6** Drills

## Appendixes

- **Appendix 1** Post-Earthquake Damage Evaluation
- **Appendix 2** Nonstructural Hazard Removal Illustrations
- **Appendix 3** Earthquake Considerations for Special Needs Students

## Reference List
INTRODUCTION

These sections have been developed to help school personnel create, supplement, and revise their earthquake emergency procedures. The sections were assembled with the assumption that each school differs from others in levels of preparedness, levels of commitment, and amounts of available resources. There are many approaches to school earthquake preparedness planning; this one has been organized to allow each school to address its particular situation and needs in a flexible manner.

The materials can be used by a school just starting its earthquake planning process, as well as by a school that already has a plan and wants to check that plan for completeness. The sections are designed to be used by a group made up of school administrators, school staff, and/or parent volunteers. One individual cannot prepare an effective school plan; the planning process requires the involvement of several participants -- especially those individuals at the school who will have responsibilities after an earthquake.

To get started, complete the activities in the section prepared for the School Administrator or designee. The section contains information on the planning process, and on the legal requirements for an effective school earthquake plan. With the information and recommendations in the section it will be possible to decide which activities in other sections to undertake first, and whether there are some activities that are not appropriate or necessary.

The sections in this set are as follows:

Section 1  School Administrator (or designee)
            (information on legal requirements and how to start the process)

Section 2  The Earthquake Threat
            (information on the earthquake threat in the New Madrid Area and how to personalize it for students and staff)
Section 3  Earthquake Response Procedures  
(a summary of responsibilities by team and, in some cases, by category of position)

Section 4  Nonstructural Hazard Identification and Reduction  
(information on how to identify and reduce hazards)

Section 5  Stocking Supplies  
(information on types of supplies you might consider for your school)

Section 6  Drills  
(information on conducting drills designed to exercise various aspects of your emergency response procedures and on evaluating their effectiveness)

Appendix 1  Post-Earthquake Damage Evaluation  
(information to assist on-site school personnel in discovering possible earthquake damage hazards before a qualified engineer arrives at the school site, and reporting school building conditions to the school district or Local Office of Emergency Services)

Appendix 2  Nonstructural Earthquake Hazard Removal Illustrations  
(supporting illustrations for Section 4)

Appendix 3  Earthquake Considerations for Special Needs Students  
(information to aid in reducing the vulnerability of special needs students to the effects of earthquakes and their aftermath)
DISCLAIMER

This work was supported in part through a cooperative agreement between the Federal Emergency Management Agency and the Arkansas Office of Emergency Services.

The recommendations and suggestions included in this document are intended to improve earthquake preparedness, response and recovery. The contents do not necessarily reflect the views and policies of the Federal Emergency Management Agency and do not guarantee the safety of any individual, structure or facility in an earthquake.

Neither the United States nor the State of Arkansas assumes liability for any injury, death or property damage which occurs in connection with an earthquake or with the use of this document.