

Procedure Title	Emergency Plan – Bruce Nuclear Generating Station (Bruce Power)		
Date of Issue	March 22, 2016	Related Policy	BP 2805-D
Revision Dates	January 17, 2018; September 8, 2021 (reviewed); November 24, 2022 (housekeeping)	Related Forms	AF 2815; AF 3804
Review Date		Originator	Administrative Council
References			
Municipality of Kincardine Emergency Response Plan			

1.0 RATIONALE

- 1.1 This procedure, in conjunction with BP 2805-D “Emergency Plan – Bruce Nuclear Generating Station (Bruce Power)”, will ensure that in the event of a nuclear emergency at the Bruce Power site, Bluewater District School Board will have a co-ordinated response to the situation in partnership with the Municipality of Kincardine Emergency Response Organization. The safety of students and staff is of utmost concern to Bluewater District School Board.

2.0 PROCEDURE

2.1 INITIAL NOTIFICATION & REPORTING

- 2.1.1 Upon being notified of an emergency by the Municipality of Kincardine Emergency Response Organization the designated superintendent of education shall authorize the assigned Bluewater District School Board (BWDSB) notification official to begin the internal notification process.
- 2.1.2 The assigned BWDSB notification official shall, upon notification of activation of the municipal plan from the designated superintendent of education, follow the established process using the Nuclear Emergency Plan Notification Chart found in the Administrators’ Handbook.
- 2.1.3 For all other necessary notifications, upon notification from the municipal organization, standard established processes shall be utilized.
- 2.1.4 When the municipal plan is activated, the designated superintendent of education will maintain ongoing communication with the Municipal Control Group in the Municipality of Kincardine.

2.2 RESPONSIBILITIES

- 2.2.1 The designated superintendent of education shall be responsible for:
- i. the administration of The Emergency Plan as notified by the Municipality of Kincardine Emergency Management Coordinating Committee. This may include authorizing general evacuations, sheltering in place, and the administration of potassium iodide (KI) (administrative form AF 2815 “Administration of Potassium Iodide (KI) Tablets – Parent Consent” will be used to obtain parent/guardian consent for the administration of KI tablets).
 - ii. keeping the appropriate board officials apprised of the ongoing situation and the measures being taken to deal with it;
 - iii. advising the Municipality of Kincardine Emergency Control Group on matters relating to Bluewater District School Board schools and students; and
 - iv. coordinating the ongoing release of information to the media as it relates to school procedures.

- 2.2.2 Principals shall maintain records of the following information, and shall annually track the completion of obtaining this information using AF 3804 "Annual Health, Safety, and Emergency Preparation Documentation":
- i. Staff contact information, in case of an emergency;
 - ii. Students who live in the Primary Zone area (within 20 km to Bruce Power). These students shall not be allowed to return home if sheltering or evacuation has been ordered in their response sectors. Arrangements shall be made to care for these students until they are collected by their parents or guardians or reunited with them;
 - iii. Bus routes that enter the Primary Zone area (information supplied by the Transportation Department);
 - iv. Students who live in the Secondary Zone area (Secondary Zone area encompasses all areas of the Counties of Bruce, Grey and Huron within a 50 km radius of the Bruce Power Site). The Secondary Zone is the area within which it is necessary to plan and prepare for taking potassium iodide (KI) tablets (see administrative form AF 2815 "Administration of Potassium Iodide (KI) Tablets – Parent Consent"); and
 - v. Bus routes that enter the Secondary Zone area (information supplied by the Transportation Department).
- 2.2.3 The general manager (GM) of the Transportation and Purchasing Consortium, after receiving directions from the designated superintendent of education / notification official, shall, in consultation with the principals, co-ordinate emergency transportation routes for school buses normally travelling through the Primary Zone, according to a pre-arranged plan. These buses shall not be allowed to enter sectors where sheltering or evacuation has been imposed. The GM - Transportation and Purchasing Consortium shall also arrange transportation for any school being evacuated.
- 2.2.4 The board shall ensure that all personnel assigned functions in their plans and procedures are suitably trained for their tasks.