

Clifford Baptist Church
Policies and Procedures Manual

EMERGENCY RESPONSE

Mission Statement: The plans contained here are designed to safely evacuate and/or protect church members and visitors who are on church property when some type of emergency situation arises.

In order to develop a strategic plan that addresses the various emergency situations which may arise on church property, a Safety Committee/Team will be chosen by the Nominating Committee and serve as an established committee in the church year. Members of this committee should have some background in emergency services and/or be willing to attend training events for the benefit of developing church safety policy.

In every occurrence of major emergency events at the church, a designated member of the Safety Team should call 911 to alert county emergency services that assistance is needed.

Emergency Scenarios:

- Church Members may treat minor injuries (cuts, scrapes, etc.) with supplies from first aid kits in several location on church property, i.e., hallway between Social Hall and Main Sanctuary, Nursery, Men’s Bathroom in Social Hall Lower Floor, and Social Hall.

If a church member feels an injury is of a more serious nature, he/she should ask assistance from a church member with medical training, or a member of the Health Care Committee.

- Major Medical Emergency – When a church member or visitor experiences a major medical injury or problem, church members will immediately offer assistance, and a member of our Health Care Committee, Safety Committee, or trained medical personnel of the church will be located to assess the situation and administer immediate care. Any person on-scene is given permission to call 911 to get Emergency Services on site for treatment and transport to a medical facility.

- Natural Disaster (fire, earthquake, or other emergency situations that would necessitate vacating the buildings on premises) – The Safety Committee will formulate a plan to establish egress routes for all occupants in the buildings when the signal is given to enforce evacuation. The plan will address different scenarios such as Sunday morning, Wednesday evening, or special meetings and gatherings. The Safety Committee has the responsibility of developing these evacuation plans, enlisting and training church personnel to assist as a Response Team in clearing the building, and developing meeting points outside so that people will know where to find family members. (All plans and evacuation routes which have been developed will be included as an Appendix.)

The Safety Committee will set dates at regular intervals so that the congregation may rehearse evacuations, so as to be ready in the event of an actual emergency.

- Other Natural Disasters (tornadoes, hurricanes, or other emergency situations that would necessitate remaining inside the buildings on premises) – The Safety Committee will formulate a plan to establish proper procedure in the event of a natural disaster in which church members and visitors will be protected within the buildings. The Safety Committee will set dates at regular intervals, so that the congregation may rehearse procedures, so as to be ready in the event of an actual emergency. (All plans and protection areas will be included as an Appendix.)
- Intruder/Shooter Emergency – The Safety Committee will formulate a plan to establish proper procedure in the event of an intruder in some meeting of the church body. We will seek to offer utmost protection to all attendees. In this regard, the Safety Committee will recommend areas of safety inside buildings, and offer training to leaders of various groups. In addition to basic safety procedure, the Safety Committee will secure various highly trained individuals to be armed and ready to deal with an intruder/shooter. These armed individuals will be discreet with this task, and ONLY those approached and chosen by the Safety Committee will be allowed to be armed in any church meeting. Presently, one safety measure that is enacted to screen individuals who come into the church building is that all entrance doorways to the church plant will be locked on Sunday morning at 11:10, with the exception of the Main Sanctuary doorways. (All plans and protection areas will be included as an Appendix.)
- The Safety Committee will set policy and proper response for other emergency situations, such as threatening calls, bomb threats, unknown or unauthorized fire alarm engagement, etc. As policy is developed, all written materials will be included as an Appendix to this section.

Conclusion

All members of the current Safety Committee, Emergency Response Team, Church Members who are cleared to be armed for church safety, and Health Care Committee shall be updated yearly, and included as an Appendix to this section. Each year the current Nominating Committee report will be a part of this Appendix.