

Training Instructions

Supporting Documents: PowerPoint Presentation and Resource Guide

The U.S. Department of Education (ED), Office of Safe and Healthy Students (OSHS), and the Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center are pleased to provide an updated version of their **Emergency Operations Planning: Integrating the Needs of Students and Staff with Disabilities and Other Access and Functional Needs** training module. This 60-minute training module incorporates the recently released Federal guidance set forth in the Obama Administration's *Guide for Developing High-Quality School Emergency Operations Plans* that was published in June of 2013. The module includes up-to-date content from other leading sources in this field, such as the American Red Cross, the National Council on Disability, and numerous Federal agency partners.

The training outlines several approaches for integrating the needs of students and staff with disabilities and other access and functional needs into each step of the emergency operation planning process. It highlights how the needs of students and staff with disabilities and other access and functional needs should be accounted for in the functional operations of a comprehensive school EOP. In learning about planning considerations for persons with disabilities, participants will become acquainted with specific strategies for developing and implementing a high-quality school EOP that ensures the safety of the entire school community.

The target audience for this training is anyone who may participate in the planning process, including state and school district emergency planning officials, school staff, community partners, and students and staff with disabilities and their families.

Please use the materials provided in this package and the steps below to help train personnel at your school site on this important topic:

- Read through the training presentation and speaker notes.
- Review the additional resources.
- Identify the personnel at your site that would benefit from learning more about this topic.
- Set aside 60 minutes to train these personnel.
- Provide the training and additional resources, and allow time at the conclusion of the training to discuss how to integrate lessons learned into your school EOP and the planning process.

The contents of this package were developed under a contract from the United States Department of Education, and you should not assume endorsement by the Federal government.