



# STONE ACADEMY

## **Emergency Notification and Timely Warnings**

The Clery Act requires Stone Academy to have and disclose emergency response and evacuation procedures in response to a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

Some examples of significant emergencies are:

- Fire
- Outbreak of meningitis, nor virus or other serious illness
- Approaching tornado, hurricane or other extreme weather conditions
- Earthquake
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill

### **Procedures for Notifying Students of an Immediate Emergency:**

#### ***A. Timely Warning:***

In addition to making timely warnings, an institution is required to have a timely warning policy. All Title IV institutions are subject to the timely warning regulation. There are no exceptions. Timely warnings can be issued for threats to property, as well as for threats to persons. It is irrelevant whether the victims or perpetrators are members of the campus community.

Although the format for the warning has not been mandated, the notice must be timely and reasonably likely to reach the entire campus community and aid in the prevention of similar crimes. To insure timely warnings are issued in a manner that gets the word out quickly community-wide, Stone Academy uses the same public information network for timely warning as it does for inclement weather and related emergencies. See “C. Global Campus Warning System Contact System” below for contact telephone numbers.

When a crime or emergency occurs that is judged by the School Director to constitute an ongoing or continuing threat, Stone Academy will issue a “timely warning” to the campus community. The School Director may consult with other Stone Academy officials and/or law enforcement to determine whether and how the timely warning will be disseminated to the campus community.

Depending on the occurrence, Stone Academy may post timely warnings on building entrances/exits stating the incident that occurred and specific precautionary measures that should be taken; have faculty hand out warnings and recommended precautionary measures to individual students during class periods; make announcements through the loud speaker on the occurrence and reminders of steps that should be taken to ensure safety; host school-wide meetings with employees and/or students to promote safety; and/or increase campus security by hiring additional security personnel.

**B. Information to Be Included in the Warning**

*Clery Act* regulations do not specify what information should be included in a timely warning; the warning should include all information that would promote safety.

*FERPA does not preclude an institution’s compliance with the timely warning provision of the campus security regulations. FERPA recognizes that information can, in case of an emergency, be released without consent when needed to protect the health and safety of others. In addition, if institutions utilize information from the records of a campus law enforcement unit to issue a timely warning, FERPA is not implicated as those records are not protected by FERPA.*

**C. Global Campus Warning System Contact System**

The current timely warning report system in use by Stone Academy exploits existing common technology to notify the general public at large (radio and television stations) regarding weather or any other local campus issue. In cases of emergency, all campuses will use **9-1-1** for emergency contact of police or fire services.

In addition to contacting the police and/or fire in event of emergency, if the situation requires a “broadcast” notice, consider contacting the following public communications stations:

**Contact numbers at Waterbury & West Haven:**

Channel 8 WTNH-TV 203-784-8900  
Channel 30 WVIT-TV 877-766-9329  
Channel 3 WFSB 800-662-6505

**Contact Numbers for East Hartford:**

Channel 8 WTNH-TV 203-784-8900  
Channel 30 WVIT-TV 877-766-9329  
Channel 61 WTIC-TV 860-527-6161  
Channel 22 WWLP-TV 413-377-2200