|  |
| --- |
| **26.0 WILD ANIMALS ON SCHOOL GROUNDS** |

A shelter in place order is used when personal safety is considered to be in danger if anyone leaves the school, for example a wild animal in the vicinity of the school (e.g. coyote, fox, racoon, bear, etc.).

When wild animals are spotted on school grounds, the immediate priority is the safety of students and staff. Principals should be notified, and depending on the situation, local animal control or wildlife services should be contacted. Students should be instructed to maintain a safe distance, avoid any interaction and to evacuate the area and shelter in place in the school.

**Principal Responsibilities:**

* Notify the school principal upon sighting a wild animal on school property.
* If the animal is potentially dangerous (e.g. coyote, bear, skunk, aggressive dog), the school should activate its emergency protocols and follow the guidance of the relevant authorities, which may include evacuating the building or sheltering in place.
* Announce to students and staff over the P.A. system the following instructions:
	+ *YOUR ATTENTION, PLEASE. WE ARE EXPERIENCING AN EMERGENCY SITUATION AND NEED TO IMPLEMENT SHELTER-IN-PLACE PROCEDURES. STUDENTS AND STAFF ARE DIRECTED TO MOVE IMMEDIATELY MOVE INSIDE THE SCHOOL TO THEIR DESIGNATED CLASSROOMS.*
* Order a REVERSE EVACUATION for students and staff outside to move inside the building. Use the building public address system, megaphone, 2-way radio, telephones or runners to gather staff and students inside.
* Move students/staff in portables inside to the school.
* Depending on the animal and the nature of the encounter, local animal control or wildlife services should be contacted for guidance and assistance.
	+ Local animal control services (domestic) – 311
	+ Conservation (Wildlife services) – 204-945-7273, 1-800-782-0076
* Direct staff to close all windows and doors depending on the animal emergency.
* Notify the District office that the school is SHERLTERING–IN-PLACE.
* Direct staff and students to move freely within the school but prevent them from leaving the school until safe to do so.
* Be prepared to announce additional procedures due to changing conditions of the incident.
* Notify transportation and the Divisional Safety & Health Officer of the issue.

**Staff / Students Responsibilities:**

* Students and staff should maintain a safe distance from the animal and avoid any attempts to approach, touch, or feed the animal.
* Direct all students, staff and visitors outside the school, such as on the playground, parking lot, soccer field, etc., into the school.
* All portable classrooms not attached to the school should be directed to come into the school until all clear has been given. (During a shelter in place, students in portables would not have access to washroom facilities or potable water).
* Classroom instruction can proceed as normal however staff and students will be prevented from leaving or attending outside recess.
* If the fire alarm is activated during a shelter in place DO NOT leave the school unless directed to do by the principal or designate.
* An ‘ALL CLEAR’ message will be given in person by the principal or designate once it is safe to exit.

**Special Considerations: Specific Actions to Take:**

* **Stay Calm:** If a wild animal is encountered, staying calm is crucial for everyone's safety.  Do not run away or turn your back on the animal.
* **Maintain Distance:** Keep a safe distance from the animal and encourage others to do the same. Slowly back away from the animal and slowly make your way to the nearest entrance of the school and go inside. Make loud noises (call, sing, clap, wave your arms or yell/talk loudly), make yourself appear larger than you are to scare the animal away.
* **Avoid Provocation:** Do not attempt to provoke, corner, scare or attempt to pet or pick up the animal. The animal may bite or try to defend itself or it may have rabies or another zoonotic disease and be aggressive.
* **Do Not Feed:** Avoid feeding wild animals, as this can attract them to the area and create a dependency on humans.
* **Report Encounters:** All encounters with wild animals should be reported to the appropriate authorities, even if they don't result in an immediate incident.
* **Clean Up:** Ensure that all food waste and garbage are properly disposed of to avoid attracting animals.