## **OPERATING POLICIES — SECTION 500**

Number: 516

SUBJECT: EMERGENCY CONTINGENCY PLAN FOR ANIMALS

**EFFECTIVE DATE:** 

EFFECTIVE DATE OF LAST REVISION: 11/4/2013

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## 516.1—PURPOSE

Bridgerland Applied Technology College (BATC) seeks to ensure the safe handling of animals during emergencies. Should an emergency occur during regular school-time hours, the normal emergency response of instructors, students, and administration will follow established guidelines and will also include the safe handling and containment of animals as necessary. In the event of an emergency occurring after hours, the following contingency plan is in place:

## 516.2 — POLICY STATEMENT

Bridgerland Applied Technology College West Campus houses the Veterinary Assisting Program and the animals utilized for skills training. The facility is equipped with an electronic security, fire, and alarm system that is triggered with any change in heat, humidity, water, circulating particulate level, etc. Once triggered, the alarm monitoring company is immediately notified electronically. They in turn notify the BATC alarm response team which consists of four members: one from Administration and three from maintenance staff. The designated response member reports to the building to investigate the alarm.

If conditions are such that the animals must be evacuated, they will be safely transported in readily available kennels to a secure location (see below). The Vet Assisting faculty/staff, currently including Susan Curtis and/or Ashley Crook, will be notified.

Susan Curtis 208-406-9591 Ashley Crook 435-553-9212

Secure locations include but are not limited to:

The Cache Valley Pet Hotel, 160 South 600 West, 435-755-5776 Bridgerland Cache Animal Hospital, 95 West 900 North, 435-752-2151 Personal residence of response member