

Model School Site Plans

Emergency management plans consist of four elements, one of which is an area site plan for each building. The site plan should consist of the building and surrounding property to include all school grounds (such as athletic fields and parking lots), surrounding properties and surrounding streets.

School floor plans shall meet the following guidelines:

- The school name, IRN, address, and phone numbers for both the school office and for emergency maintenance shall be included on the site plan;
- Submitted electronically as PDF documents;
- Typed with minimal or no handwriting;
- Include a key to define any symbols used;
- Compass directions (at a minimum North) clearly noted

Following is an example of a school site plan:

