

Tornado Shelter

Adopted by the Bonner Springs City Library Board of Trustees November 18, 2021

The FEMA room will be used as a shelter during hours that the library is open.

- Radios will be tuned to a local news or weather station, and conditions will be monitored closely. Websites that convey local news and weather conditions will also be closely monitored.

If a Tornado Weather Warning is in effect:

- Staff will verify the Storm Shelter is prepared and illuminated with no obstacles blocking the routes to the shelter.
- Library Patrons will be notified that a tornado watch has been issued. A suggested announcement made using the intercom system would be, “A tornado watch for our area has been issued until (time should be inserted). If this becomes upgraded to a tornado warning, an announcement will be made and everyone will be asked to proceed to our designated storm shelter located on the basement level.”
- Patrons using the meeting rooms and study rooms may not hear the announcement and a staff member will communicate the message to them in person.

If individuals want to leave the shelter before the tornado warning has either expired or been called off, staff will advise them that it is safer to remain inside the shelter. If they insist on leaving, they must exit through the door that leads to the parking lot. They will NOT be allowed to exit through the library. Children (under 18) who are not with an adult will NOT be allowed to leave the shelter until it is safe under any circumstance. This is for their own protection.

Staff will remain on duty to escort and/or direct individuals after the tornado warning has ended either back into the library or out of the building depending on the severity of the event and the time of day.