

Citrus County School Board
Best Practices Self Assessment Report

for

School Safety & Security

May 1, 2002

Goal	Finding			Recommendation	Action/Strategy
	Yes	No	Partial	What needs to be done.....	
Goal A – The School District ensures that its safety and security program has clear direction and is effective at meeting its intended purpose in a cost-efficient manner.			Partial		
1. The district has established and implemented accountability mechanisms to ensure that the performance, efficiency, and effectiveness of the safety and security program.			X	The district needs to establish ongoing accountability mechanisms.	The district will investigate ongoing accountability mechanisms that may be available on a statewide basis.
2. The district regularly reviews the organizational structure and staffing levels of the safety and security program and minimizes administrative layers and processes.	X				

Goal	Finding			Recommendation	Action/Strategy
	Yes	No	Partial	What needs to be done.....	
Goal B – The school district has comprehensive plans and procedures to ensure the safety and security of students and employees.	X				
Best Practices: 1. The district has implemented a school safety plan that includes district-wide emergency and safety procedures and identifies those responsibilities for them.	X				
2. The district has developed a checklist for each educational facility that provides step-by-step emergency procedures.			X	Checklist may need to be developed for each classroom.	Add at-risk students. Specific school goal.
3. The district develops and maintains its school safety plan and emergency response procedures with stakeholder input.	X			District Plan is updated each year by school committee.	Stakeholders input as appropriate.
4. The district provides emergency response agencies with floor plans and blueprints as appropriate.			X	Implementing blueprints in a centralized area.	District is reviewing those sites needing blueprint action.
5. The district and each school regularly practice emergency responses based on potential hazards at each site.	X				
6. The district’s Master Plan for In-Service Training identifies district & school personnel who need safety training & provides an appropriate level of safety training for all personnel.	X				

Goal	Finding			Recommendation	Action/Strategy
	Yes	No	Partial	What needs to be done...	
Goal C: The school district has developed a clearly written code of student conduct and communicated with students and parents.	X				
Best Practices: 1. The district and each school have established disciplinary policies and a code of student conduct that are well-defined.			X	To establish appropriate awareness of professional conduct regarding reasonable force.	The district needs to annually notify staff of appropriate procedures regarding reasonable force.
2. The district revises its code of student conduct and informs all stakeholders as to the final product.	X				

Goal	Finding			Recommendation	Action/Strategy
	Yes	No	Partial	What needs to be done.....	
Goal D – The school district identifies, minimizes, and protects others from disruptive and/or violent student behavior.	X				
Best Practices: 1. Each school has a system in place to identify the early warning signs of student violence.			X	The school district needs to develop a plan to teach instructional, non instructional staff, and students the primary early warning signs of violence, how to recognize them and how to react to them.	Survey schools to find out what is currently being done. Develop a district wide plan.
2. The district identifies and implements parent and community outreach strategies to promote safety in the home and community.	X				
3. The district conducts a hazards analysis to determine the potential safety and security issues facing each school.			X	The district needs to gain more information regarding small school legislation.	Identify initiatives from other districts that may be appropriate for Citrus County.
4. Based on the needs identified in the school hazards analysis, the district implements appropriate violence and drug prevention programs for each school.	X				
5. The district has crime watch and school safety hotlines available in all schools.			X	A formal student crime watch program "Focus" needs to be introduced into the high school.	Study effective crime watch programs. Study other district programs.
6. The school board adopts curricula and programs aimed at protecting students, teachers, bus operators, administrators, and school personnel.	X				

Goal	Finding			Recommendation	Action/Strategy
	Yes	No	Partial	What needs to be done.....	
Goal E – Educational facilities and equipment are safe and in good working order			X		
Best Practices: 1. The district conducts an annual review of all relevant health and safety issues for each educational facility.			X	Utilize a committee to review the safety self-assessment. Schedule contractor services and assess resources.	Review with the Safety Committee. Insure funds are budgeted appropriately.
2. The district designs educational facilities and sites to enhance security and reduce vandalism through the use of "safe school design" principles.			X	Develop a checklist of CPTED Principles to be used for each project.	Facilities and Construction Department will develop this.
3. The district has procedures that govern access to each educational facility and its students and access is limited to authorized students and visitors.			X	Signage that directs visitors appropriately be assessed and installed. Fencing that limits access re-evaluated.	Site Personnel develop its list and District funds. Site & District Personnel review interior movement design.
4. The district ensures that playgrounds are properly constructed, maintained, and supervised so as to reduce the risk of injury.			X	Supply a checklist to sites for Documentation of Inspections.	District will develop, disperse and train site personnel.
5. Each educational facility has appropriate equipment to protect the safety and security of property and records.			X	Multiple locations of recovery Kits be assessed.	District will assess the feasibility.
6. The district provides appropriate safety equipment and information to prevent injuries to students and others.			X	Insure records reflect student safety training.	District provides and helps sites comply.
7. The district follows environmental and food safety health practices and regulations.			X	Training Documentation Update procedures and reporting practices.	District issues. Distribute documents to appropriate personnel.

Goal	Finding			Recommendation	Action/Strategy
	Yes	No	Partial	What needs to be done.....	
Goal F – The district takes steps to ensure the safety and security of students and staff during transportation.	X				
Best Practices: 1. The district has procedures to create safe and orderly process for students arriving at or leaving each school campus.			X	The loading zones that were identified with deficiencies need to be addressed.	The district will continue to involve school transportation officials when schools are renovated or built.
2. The district has implemented policies, procedures, and practices that ensure the safety of transported students.	X				
3. School buses, including buses operated by schools, charter schools, and contractors, are inspected and maintained in accordance with states laws and state Department of Education rules.	X				