

***School Safety and Security Best Practices
Goals (A, B, C . . .), Best Practices (1, 2, 3 . . .)***

<i>SCHOOL SAFETY AND SECURITY</i>						
<i>Goals, Best Practices, Indicators</i>	<i>Yes</i>	<i>No</i>	<i>N/A</i>	<i>Explanation/ Documentation</i>	<i>Corrective Action</i>	<i>Fiscal Impact and Timeline</i>
<i>Goal A:</i> 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.	x			Critical Incident Guide, Principals' Meetings, Discussion and Explanation.		Reviewed yearly
1. The district has established and implemented accountability mechanisms to ensure the performance, efficiency, and effectiveness of the safety and security program.	x			Principals & Chief Financial Officer budget & track expenditures		Reviewed yearly
2. The district regularly reviews the organizational structure and staffing levels of the safety and security program and minimizes administrative layers and processes.	x			List of response roles and responsibilities		Reviewed yearly
<i>Goal B:</i> The school district has comprehensive plans and procedures to ensure the safety and security of students and employees.	x			Critical Incident Guide		Reviewed & updated yearly
1. The district has implemented a school safety plan that includes district-wide emergency and safety procedures and identifies those responsible for them.	x			Critical Incident Guide		Updated yearly
2. The district has developed a checklist for each educational facility that provides step-by-step emergency procedures.	x			Included in Critical Incident Guide		Updated yearly
3. The district develops and maintains its school safety plan and emergency response procedures with stakeholder input.	x			District level personnel, principals, school staff		Reviewed yearly
4. The district provides emergency response agencies with floor plans and blueprints as appropriate.	x			Provided to Sheriff's Office		Updated yearly
5. The district and each school regularly practice emergency responses based on potential hazards at each site.	x			Fire, Tornado, Intruder on Campus, etc.		Reviewed yearly

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6. The district's Master Plan for In-Service Training identifies district and school personnel who need safety training and provides an appropriate level of safety training for all personnel.	x			CPR, Administration of Medication, Red Cross Shelter Training		Yearly
<i>Goal C:</i> The school district has developed a clearly written code of student conduct and communicated with students and parents.	x			Code of Conduct in student planners		Reviewed and updated yearly
1. The district and each school have established disciplinary policies and a code of student conduct that are well defined.	x			Code of Conduct in student planners		Reviewed and updated yearly
2. The district revises its code of student conduct and informs all stakeholders as to the final product.	x			Code of Conduct in student planners		Reviewed and updated yearly
<i>Goal D:</i> The school district identifies, minimizes, and protects others from disruptive and/or violent student behavior.	x			School Resource Officers, Gateway Alternative School, Suspension, Expulsion		Ongoing
1. Each school has a system in place to identify the early warning signs of student violence.	x			Profile checklist		Ongoing
2. The district identifies and implements parent and community outreach strategies to promote safety in the home and community.	x			Corner Drug Store, Positive Attitude Student Training, "Break the Silence Pgm		Ongoing
3. The district conducts a hazards analysis to determine the potential safety and security issues facing each school.	x			Analysis conducted by SRO and Hearing Officer		Yearly
4. Based on the needs identified in the school hazards analysis, the district implements appropriate violence and drug prevention programs for each school.	x			Character Education, SAVE/DARE pgm., SDFS, P.A.S.T.		Ongoing

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5. The district has crime watch and school safety hotlines available in all schools.	X			SRO's Safety Hotline		SRO Salaries Ongoing
6. The school board adopts curricula and programs aimed at protecting students, teachers, bus operators, administrators, and school personnel.^{1,2}	X			Character Ed, Peer Mediation, Conflict Resolution, Zero Toler.		Character Education Materials, Yearly
<u>Goal E:</u> Educational facilities and equipment are safe and in good working condition.	X			School Board Policy, Ongoing inspection by Dir. of Maint & Facil.		Yearly Review
1. The district conducts an annual review of all relevant health and safety issues for each educational facility.³	X			Health Dept. Inspection, SIT survey, SDFS survey		Yearly Review
2. The district designs educational facilities and sites to enhance security and reduce vandalism through the use of "safe school design" principles.	X			Crime Prevention Through Environmental Design utilized for safe schools		Ongoing
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			District Procedures		Yearly Review
4. The district ensures that playgrounds are properly constructed, maintained, and supervised so as to reduce the risk of injury.	X			Insure all equipment meets State safety requirements		Yearly
5. Each educational facility has appropriate equipment to protect the safety and security of property and records.	X			Security Systems, vaults, locked file cabinets		Within budgets at school sites
6. The district provides appropriate safety equipment and information to prevent injuries to students and others.	X			First Aid Kits, Fire Extinguishers, Emergency procedures kit, training		Yearly

¹ These programs should be designed to improve overall student performance, reduce risk factors and warning signs, prevent bullying or harassment, and improve student behavior.

² This includes programs such as "Blueprints" from the Center for the Study and Prevention of Violence, the Safe and Drug Free Schools Resource Center. NOTE: There are many sites for these kinds of programs, so the district may use something else.

³ Conducting this self-assessment as required in s. 985.401, F.S., does not meet the requirements of this practice.

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7. The district follows environmental and food safety health practices and regulations.	x			Compliance with FL Law, Federal Law & OSHA		Ongoing
<i>Goal F: The district takes steps to ensure the safety and security of students and staff during transportation.</i>	x			Bus Inspections, Cameras, ESE bus aides, adult supervision		Ongoing
1. The district has procedures to create safe and orderly process for students arriving at or leaving each school campus. ⁴	x			School Board Policy, School Safety Transportation Plan, Supervision		Yearly Review
2. The district has implemented policies, procedures, and practices that ensure the safety of transported students.	x			School Board Policy, School Safety Transportation Plan, Supervision		Yearly Review
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			FL School Bus Safety Inspection Manuel, local log books		Ongoing

⁴ Refer to s. 234.0215, F.S., and Rules 6-2.001 and 6-3.017(2)(e)2.b., F.A.C.