

**SANTA ROSA DISTRICT SCHOOLS  
SAFE PASSAGE ACT 2002-2003**

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.

YES

NO

N/A

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL A

1

THE DISTRICT HAS ESTABLISHED AND IMPLEMENTED ACCOUNTABILITY MECHANISMS TO ENSURE THE PERFORMANCE, EFFICIENCY, AND EFFECTIVENESS OF THE SAFETY AND SECURITY PROGRAM.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Comprehensive safety plans and reports
2. Comprehensive violence prevention program under supervision and monitoring of the community-based CEO Roundtable. Actions plan, 3 operating sub-committees, character education plan, on going monitoring of safety issues.
3. Monthly reports to the Superintendent and School Board Members, includes board review and approval of fire safety, casualty and sanitation inspections.
4. Safety plan provided to each school principal, Includes documentation of fire, lockdown, tornado and shelter-in-place drills.

**CORRECTIVE ACTION**

NONE

**FISCAL IMPACT and TIMELINE**

NONE



**SANTA ROSA DISTRICT SCHOOLS  
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GOAL B

THE SCHOOL DISTRICT HAS  
COMPREHENSIVE PLANS AND PROCEDURES  
TO ENSURE THE SAFETY AND SECURITY  
OF STUDENTS AND EMPLOYEES.

YES

NO

N/A



**SANTA ROSA DISTRICT SCHOOLS  
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GOAL B

2

THE DISTRICT HAS DEVELOPED A CHECKLIST FOR EACH EDUCATIONAL FACILITY THAT PROVIDES STEP-BY-STEP EMERGENCY PROCEDURES.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Emergency Flip Charts, Individual School Plans, Crisis Intervention Resource Manual, District Response Team Manual, Blueprints of School Plants, Emergency Contract Numbers, Staff training videotape for at-risk factors and use of flip charts, student lesson plans.


**CORRECTIVE ACTION**

NONE


**FISCAL IMPACT and TIMELINE**

NONE


**SANTA ROSA DISTRICT SCHOOLS  
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GOAL B

3

THE DISTRICT DEVELOPS AND MAINTAINS ITS SCHOOL SAFETY PLAN AND EMERGENCY RESPONSE PROCEDURES WITH STAKHOLDER INPUT.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Comprehensive violence prevention program under supervision and monitoring of the community-based CEO Roundtable. Actions plan, 3 operating sub-committees, character education plan, on going monitoring of safety issues.

**CORRECTIVE ACTION**

NONE

**FISCAL IMPACT and TIMELINE**

NONE

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL B

4

THE DISTRICT PROVIDES EMERGENCY RESPONSE AGENCIES WITH FLOOR PLANS AND BLUEPRINTS AS APPROPRIATE.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Facility plans distribution to interagency partners, contracts for Architectural Services, contracts for Safety Inspections, Work orders, Documentation of interagency information dissemination including emergency contracts, blueprints, and aerial photographs.


**CORRECTIVE ACTION**

NONE


**FISCAL IMPACT and TIMELINE**

NONE




**SANTA ROSA DISTRICT SCHOOLS  
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GOAL B

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.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Computerized tracking system for participation in training components identified in the District Master Inservice Plan.


**CORRECTIVE ACTION**

NONE


**FISCAL IMPACT and TIMELINE**

NONE


**SANTA ROSA DISTRICT SCHOOLS  
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GOAL C

THE SCHOOL DISTRICT HAS DEVELOPED A CLEARLY WRITTEN CODE OF STUDENT CONDUCT AND COMMUNICATED WITH STUDENTS AND PARENTS.

YES

NO

N/A





**SANTA ROSA DISTRICT SCHOOLS  
SAFE PASSAGE ACT 2002-2003**

GOAL D

THE SCHOOL DISTRICT IDENTIFIES,  
MINIMIZES, AND PROTECTS OTHERS  
FROM DISRUPTIVE AND/OR VIOLENT  
STUDENT BEHAVIOR.

YES

NO

N/A





**SANTA ROSA DISTRICT SCHOOLS  
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GOAL D

3

THE DISTRICT CONDUCTS A HAZARDS ANALYSIS TO DETERMINE THE POTENTIAL SAFETY AND SECURITY ISSUES FACING EACH SCHOOL.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Emergency Flip Charts, Individual School Plans, Crisis Intervention Resource Manual, District Response Team Manual, Blueprints of School Plants, Emergency Contract Numbers, Staff training videotape for at-risk factors and use of flip charts, student lesson plans. - Individual School Plans reviewed annually.

**CORRECTIVE ACTION**

NONE

**FISCAL IMPACT and TIMELINE**

NONE

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL D

4

BASED ON THE NEEDS IDENTIFIED IN THE SCHOOL HAZARDS ANALYSIS, THE DISTRICT IMPLEMENTS APPROPRIATE VIOLENCE AND DRUG PREVENTION PROGRAMS FOR EACH SCHOOL

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Grant application and documentation of services
2. Comprehensive violence prevention program under supervision and monitoring of the community-based CEO Roundtable. Actions plan, 3 operating sub-committees, character education plan, on going monitoring of safety issues.

**CORRECTIVE ACTION**

NONE

**FISCAL IMPACT and TIMELINE**

NONE

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GOAL D

5

THE DISTRICT HAS CRIME WATCH AND  
SCHOOL SAFETY HOTLINES AVAILABLE  
IN ALL SCHOOLS.

YES

NO

N/A



**SANTA ROSA DISTRICT SCHOOLS  
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GOAL D

6

THE SCHOOL BOARD ADOPTS CURRICULA AND PROGRAMS AIMED AT PROTECTING STUDENTS, TEACHERS, BUS OPERATORS, ADMINISTRATORS, AND SCHOOL PERSONNEL.

YES

NO

N/A

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL D

6

THE SCHOOL BOARD ADOPTS CURRICULA AND PROGRAMS AIMED AT PROTECTING STUDENTS, TEACHERS, BUS OPERATORS, ADMINISTRATORS, AND SCHOOL PERSONNEL.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Grant application and documentation of services.
2. School-based, multi-disciplinary teams established through school board policy for the purpose of early identification, intervention and crisis management of students.
3. PK-12 Student Development Plan addressing issue related to guidance, developed by individual school sites.
4. Comprehensive violence prevention program under supervision and monitoring of the community-based CEO Roundtable. Actions plan, 3 operating sub-committees, character education plan, on going monitoring of safety issues.
5. Community-wide Crimestopper program and emphasis on student program at each school site.

**CORRECTIVE ACTION**

NONE

**FISCAL IMPACT and TIMELINE**

NONE

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL E

EDUCATIONAL FACILITIES AND  
EQUIPMENT ARE SAFE AND IN GOOD  
WORKING CONDITION.

YES

NO

N/A

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL E

1

THE DISTRICT CONDUCTS AN ANNUAL REVIEW OF ALL RELEVANT HEALTH AND SAFETY ISSUES FOR EACH EDUCATIONAL FACILITY.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Emergency Flip Charts, Individual School Plans, Crisis Intervention Resource Manual, District Response Team Manual, Blueprints of School Plants, Emergency Contract Numbers, Staff training videotape for at-risk factors and use of flip charts, student lesson plans - Individualized School Plan.
  2. Monthly reports to the Superintendent and School Board Members, includes board review and approval of fire safety, casualty and sanitation, inspections.
  3. Contracts for fire, safety, sanitation, asbestosis and radon programs.
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**CORRECTIVE ACTION**

NONE

**FISCAL IMPACT and TIMELINE**

NONE

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL E

2

THE DISTRICT DESIGNS EDUCATIONAL FACILITIES AND SITES TO ENHANCE SECURITY AND REDUCE VANDALISM THROUGH THE USE OF 'SAFE SCHOOL DESIGN' PRINCIPLES.

YES

NO

N/A

**SANTA ROSA DISTRICT SCHOOLS  
SAFE PASSAGE ACT 2002-2003**

GOAL E

2

THE DISTRICT DESIGNS EDUCATIONAL FACILITIES AND SITES TO ENHANCE SECURITY AND REDUCE VANDALISM THROUGH THE USE OF 'SAFE SCHOOL DESIGN' PRINCIPLES.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

- 1. Comprehensive safety plans and reports
  - 2. Facility plans distribution to interagency partners, contracts for Architectural Services, contracts for Safety Inspections, Work orders, Documentation of interagency information dissemination including emergency contacts, blueprints, and aerial photographs.
  - 3. Maintenance Foreman certification in USCPSC playground regulation, A.S. certification areas.
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**CORRECTIVE ACTION**

NONE


**FISCAL IMPACT and TIMELINE**

NONE


**SANTA ROSA DISTRICT SCHOOLS  
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GOAL E

3

THE DISTRICT HAS PROCEDURES THAT GOVERN ACCESS TO EACH EDUCATIONAL FACILITY AND ITS STUDENTS AND ACCESS IS LIMITED TO AUTHORIZED STUDENTS AND VISITORS.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Facility plans distribution to interagency partners, contractors for Architectural Services, contracts for Safety inspections, Work orders, Documentation of interagency information dissemination including emergency contracts, blueprints, and aerial photographs.

2. Design process and architect are charged with Safe Schools. Plan Examinee also checks standards. Assistant Superintendent for Administrative Services reviews.


**CORRECTIVE ACTION**

NONE


**FISCAL IMPACT and TIMELINE**

NONE






**SANTA ROSA DISTRICT SCHOOLS  
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GOAL E

6

THE DISTRICT PROVIDES APPROPRIATE SAFETY EQUIPMENT AND INFORMATION TO PREVENT INJURIES TO STUDENTS AND OTHERS.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

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|---|
| 1. Contracts, bids and distribution reports on all purchases of safety equipment.   |
| 2. Maintenance Foreman certification in USCPSC playground regulation, A.S. certification areas.   |
| 3. Facility plans distribution to interagency partners, contracts for Architectural Services, contracts for Safety inspections, work orders, documentation of interagency information dissemination including emergency contracts, blueprints, and aerial photographs |
| 4. comprehensive safety plans and reports.  |
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**CORRECTIVE ACTION**

NONE

**FISCAL IMPACT and TIMELINE**

NONE

**SANTA ROSA DISTRICT SCHOOLS  
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GOAL E

7

THE DISTRICT FOLLOWS ENVIRONMENTAL AND FOOD SAFETY HEALTH PRACTICES AND REGULATIONS.

YES  NO  N/A

**EXPLANATION/DOCUMENTATION**

1. Policies and procedures used by the Food Services Department. All facilities are inspected by the County Health Department. Contract services are utilized for Independent Inspection. The Food Services Department has a Manual of Food Service Operations


**CORRECTIVE ACTION**

NONE


**FISCAL IMPACT and TIMELINE**

NONE


**SANTA ROSA DISTRICT SCHOOLS  
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GOAL F

THE DISTRICT TAKES STEPS TO ENSURE THE SAFETY AND SECURITY OF STUDENTS AND STAFF DURING TRANSPORTATION.

YES

NO

N/A





