

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.	<u>X</u>					
1. The district has established and implemented accountability mechanisms to ensure the performance, efficiency, and effectiveness of the safety and security program.	X			Safety Plan SREF Inspections Fire Inspections Safety Committee		
2. The district regularly reviews the organizational structure and staffing levels of the safety and security program and minimizes administrative layers and processes.	X			Safety & Security Inspections Safety Committee Emergency Management Plan		
<i>Goal B:</i> The school district has comprehensive plans and procedures to ensure the safety and security of students and employees.	<u>X</u>					
1. The district has implemented a school safety plan that includes district-wide emergency and safety procedures and identifies those responsible for them.	X			Emergency Management Plan Transportation Plan Code of Conduct Manual		
2. The district has developed a checklist for each educational facility that provides step-by-step emergency procedures.	X			Emergency Management Plan Flip Chart		
3. The district develops and maintains its school safety plan and emergency response procedures with stakeholder input.	X			Emergency Management Plan Safety Committee Resource Officers School Advisory Committee		

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4. The district provides emergency response agencies with floor plans and blueprints as appropriate.	X			As per Statute Requirements		
5. The district and each school regularly practice emergency responses based on potential hazards at each site.	X			SREF Inspection Form Fire Drills Complete evacuations from school grounds to alternative sites.		
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			OSHA Guidelines Master Plan Guidelines		
<i>Goal C:</i> The school district has developed a clearly written code of student conduct and communicated with students and parents.	<u>X</u>					
1. The district and each school have established disciplinary policies and a code of student conduct that are well-defined.	X			Student Code Handbook		
2. The district revises its code of student conduct and informs all stakeholders as to the final product.	X			School Advisory Committee PTA Public Students		
<i>Goal D:</i> The school district identifies, minimizes, and protects others from disruptive and/or violent student behavior.	X					
1. Each school has a system in place to identify the early warning signs of student violence.	X			Through screening with trained personnel. Student conduct records		

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2. The district identifies and implements parent and community outreach strategies to promote safety in the home and community.	X			School Advisory Committee PTA Resource Officers		
3. The district conducts a hazards analysis to determine the potential safety and security issues facing each school.	X			Required Inspections Risk Management Assessments through NEFEC		
4. Based on the needs identified in the school hazards analysis, the district implements appropriate violence and drug prevention programs for each school.	X			Student Code of Conduct Manual D.A.R.E. Program		
5. The district has crime watch and school safety hotlines available in all schools.	X			School Safety Hotline's Plan to add District Hotline		
6. The school board adopts curricula and programs aimed at protecting students, teachers, bus operators, administrators, and school personnel.^{1,2}	X			Student Code Handbook Safety Training Drug Free work place Transportation Training Resource Officers		

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.

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<i>Goal E: Educational facilities and equipment are safe and in good working condition.</i>	X					
1. The district conducts an annual review of all relevant health and safety issues for each educational facility.³	X			School Advisory Committee Safety Committee SREF Inspections Fire Inspections		
2. The district designs educational facilities and sites to enhance security and reduce vandalism through the use of “safe school design” principles.	X			Architectural Design DOE Reviews CPTED		
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			Safety & Security Plan – Plan to add employee and visitor ID Badges.		
4. The district ensures that playgrounds are properly constructed, maintained, and supervised so as to reduce the risk of injury.	X			Safety Inspection Risk Management - NEFEC HRS Inspection		
5. Each educational facility has appropriate equipment to protect the safety and security of property and records.	X			SREF Inspection Fire Inspections HRS Inspections Risk Management		
6. The district provides appropriate safety equipment and information to prevent injuries to students and others.	X			Emergency Management Plan		
7. The district follows environmental and food safety health practices and regulations.	X			64D-3		

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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<i>Goal F: The district takes steps to ensure the safety and security of students and staff during transportation.</i>	X					
1. The district has procedures to create safe and orderly process for students arriving at or leaving each school campus.⁴	X			Student Handbook Transportation Manual Administrative Supervision		
2. The district has implemented policies, procedures, and practices that ensure the safety of transported students.	X			Transportation Manual Student Conduct Manual		
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			Maintenance Records Vehicle Safety Reports		

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