

Instruction

Security and Safety

Emergencies and Disaster Preparedness

The Board of Education shall establish a District Security and Safety Committee (“DSSC”) composed of the Superintendent, the Director of Security and other designated district personnel as the Superintendent may determine. The DSSC shall develop and maintain the District’s Emergency Operations Plan (“EOP”) including district-level and individual school-level security and safety plans.

The crisis management plan for each school shall be developed within the context of the four recognized phases of crisis management:

Mitigation/Prevention addresses what schools and the District can do to reduce or eliminate the risk to life and property

Preparedness focuses on the process of planning for the worst-case scenario

Response is devoted to the steps to take during a crisis.

Recovery pertains to how to restore the learning and teaching environment after a crisis.

Such security and safety plans shall utilize an all-hazards approach and utilize the School Security and Safety Plan standards made available by the Department of Emergency Services and Public Protection and the Department of Emergency Management and Homeland Security (DESPP/DEMHS). The district-level and individual school-level security and safety plans shall be in compliance with the National Incident Management System (NIMS), incorporate the National Incident Command System, and adhere to the requirements of state law.

The DSSC shall meet on a regular basis and will rely on community involvement, including but not limited to the chief executive officer of the municipality, law enforcement, fire, public health, and emergency medical services to develop and maintain the EOP. At least one Board of Education member shall serve as a Board liaison to the DSSC, and the Superintendent shall report to the full Board of Education on matters of security and safety promptly following each meeting of the DSSC.

Each school shall establish a school security and safety committee (“SSSC”), to meet at least twice annually, that will assist in the development and implementation of the school’s security and safety plan. In accordance with statutory requirements, each SSSC shall consist of a local police officer, a local first responder, a teacher, an administrative employee of the school, a mental health professional, a parent or guardian of a student enrolled at the school, and any other person the Board deems necessary. Similar to the DSSC, the SSSC should invite subject matter experts to participate in the committee as needed, including, for example, the public works director, the high school student council president, and/or the food services director. The Director of Security shall work closely with school principals and their respective SSSC to develop the district wide and individual school security and safety plans. Each individual school security and safety plan

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and any subsequent changes shall be approved in writing by the Superintendent. Each individual school security and safety plan shall be reviewed annually, and updated, as necessary.

Each school security and safety plan shall include an overview of emergency response procedures and violence prevention training. Each school employee shall receive an orientation to such plan and shall receive such violence prevention training on an annual basis. The violence prevention training shall be conducted in cooperation with each school's SSSC. The Board of Education shall direct the Superintendent, or designee, to conduct a security and vulnerability assessment of each school every two years, the results of which shall be incorporated into the EOP, as may be necessary, including district-level and individual school security and safety plans, and reported to the DESPP/DEMHS Regional Coordinator. By November 1st of each year, the Board shall submit to the DESPP/DEMHS Coordinator a copy of its plan for that year.

A crisis management plan shall be developed and maintained as part of the EOP and included in each school's security and safety plan to ensure an established set of directives to guide the actions of those involved and responsible for the safety of students and property. The crisis management plan shall be developed and maintained within the context of the four recognized plans for crisis management (1) Preparedness, (2) Response, (3) Recovery, and (4) Mitigation. In accordance with Policy 6114.1, district-level and school-level emergency response drill activities related to fire safety and other emergencies will be conducted by the District to ensure adherence to the EOP and individual school security and safety plan processes and procedures, incident command, internal and external communication, and the orderly movement and placement of students to the safest available space(s) should an emergency occur, including, but not limited, to the following:

- Severe weather
- Fire
- Flood
- Terrorism
- Missing student(s)
- Suicide
- Threatening person(s)
- Weapons/ explosives found on school site
- Any other situation the Safe Schools Committee deems appropriate

The Superintendent, or designee, is responsible for maintaining communication with other community agencies to share information on preparedness and planned emergency response

procedures set forth in the EOP. The Superintendent shall also ensure that each school in the district works in cooperation with these other community agencies during such emergencies.

P6114 (c)

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Emergency preparedness and response procedures should be periodically discussed with teachers, parents/guardians and students as deemed appropriate by the district and/or individual school-level administrators. All District personnel shall receive training on such school security plan and violence prevention training as prescribed in the school security plan. Each classroom shall have ready access to emergency response procedures, including, but not limited to fire, safe school mode, shelter in place, and evacuation (“Classroom Emergency Materials”) and such Classroom Emergency Materials shall be made readily accessible to parents/guardians at the start of each school year and thereafter at any time upon request. All District personnel shall make themselves familiar with these procedures.

Crisis management must be viewed as a continuous process in which all phases of the EOP are being reviewed and revised. The EOP must be continuously updated based upon experience, research and changing vulnerabilities.

(cf. 3516 – Safety)

(cf. 5142 – Student Safety)

(cf. 6114.1 – Fire Emergency (Drills)/Crisis Response Drills/Bus Safety Drills)

(cf. 6114.3 – Bomb Threats and Explosive Devices)

Legal References:

Connecticut General Statutes

10-221 Boards of education to prescribe rules

10-231 Fire drills

52-557b Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

10-222m – School security and safety plans. School security and safety committees

10-222n – School security and safety plan standards

State Standards:

Connecticut Department of Emergency Services and Public Protection, *All Hazards School Security and Safety Plan Standards*.

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