

SULLIVAN WEST SCHOOL DISTRICT SCHOOL SAFETY PLAN

School Superintendent: Dr. Nancy M. Hackett

Risk Reduction/Prevention and Intervention Components Prevention/Intervention Strategies	Sullivan West Central School District Safety Plan
The District-wide School Safety Plan includes strategies for improving communication among students, and between students and staff, and reporting of potentially violent incidents, such as the establishment of youth-run programs, peer mediation, conflict resolution, creating a forum or designating a mentor for students concerned with bullying or violence, and establishing reporting mechanisms for school violence – Section 155.17(e)(1)(xvii & v)	The plan contains a section on “Risk Reduction and Prevention” which outlines district-wide programs aimed at reducing the risk of violence. Additional mechanisms for reporting school violence are handled by our administrative team.
Training Drills & Exercises	
The plan includes policies and procedures for annual multi-hazard training for staff and students - Section 155.17(e)(1)(xiv)	All district personnel (faculty, custodial staff, office staff and administrators) will receive an orientation to the district’s multi-hazards emergency plan on an annual basis. The orientation will focus on the district’s policies and procedures for fire evacuations and emergency response codes procedures, emergency communications and the district’s incident command system.
The plan includes procedures for the review and conduct of drills and other exercises to test components of the emergency response plan, including the use of tabletop exercises, in coordination with local and county emergency responders and preparedness officials Section 155.17(e)(1)(xv)	Twelve fire drill practices are held throughout the school year. Procedures for off-site drills are outlined in the plan. Local and county emergency responders and preparedness officials are included in the discussion of all plans as needed and notified of all scheduled off site drills.
The plan includes a description of the duties of hall monitors and any other school safety personnel, the training required of all personnel acting in a school security capacity, and the hiring and screening process for all personnel acting in school security capacity - Section 155.17(e)(1)(xviii)	Charts containing “Emergency Response Staff Assignments” are included and updated as needed.
Implementation of School Security	
The plan includes policies and procedures relating to school building security, including, where appropriate, the use of school safety officers and/or security devices or procedures – Section 155.17(e)(1)(xii)	The plan includes a section for “Implementation of School Security.” The District does not have a school resource officer. Video monitoring and surveillance cameras are positioned in both the elementary and high school campuses. All entrances are secure.
Vital Educational Agency Information	
The plan includes certain information about each educational agency located in the school district, including information on school population, number of staff, transportation needs and the business and home telephone numbers of key officials of each such agency - Section 155.17(e)(1)(xx)	“Procedures for Obtaining Advice and Assistance from Local Government Offices” are noted as well as District resources for use in an emergency.
Early Detection of Potentially Violent Behaviors	
The plan includes policies and procedures for the dissemination of informative materials regarding the early detection of potentially violent behaviors, including, but not limited to the identification of family, community and environmental factors to teachers, administrators, parents and other persons in parental relation to students of the school district or board, students and other persons deemed appropriate to receive such information—Section 55.17(e)(1)(xiii)	The plan contains a section entitled, “Response to Situations of Potential Violence.” Additional information can be located in the “Risk Reduction and Prevention” section as well.
Hazard Identification	
The plan includes the identification of sites of potential emergency Section 155.17(e)(1)(i)	A variety of response actions are noted in the plan that addresses potential emergencies both on and off site; campus photos are included.

Response - Notification and Activation (Internal and External Communications)	
<p>The plan includes policies and procedures for contacting appropriate law enforcement officials in the event of a violent incident – Section 155.17(e)(1)(vi)</p> <p>The plan includes a system for informing all educational agencies within the school district of a disaster - Section 155.17(e)(1)(xix)</p> <p>The plan includes policies and procedures for contacting parents, guardians or persons in parental relation to the students of the district in the event of a violent incident or an early dismissal – Section 155.17(e)(1)(xi)</p>	<p>“Rapid Response” and “Multi-hazard Response Procedures” are duly noted.</p> <p>The District participates in the “K-12 Alert” system which is activated by a designated administrator in cases of an emergency or early dismissal. Internal communication can be via building phone and intercom systems, email, building alarm systems and hand-held radios. External communication may also be by telephone, fax, or e-mail.</p>
Situational Responses Multi-Hazard Response	
The plan includes a description of the district’s multi-hazard response plans for taking actions in an emergency – See Section 155.17(e)(1)(xiv) and (xv)	A variety of response plans are included for multiple scenarios.
Responses to Acts of Violence: Implied or Direct Threats	
The plan includes policies and procedures for responding to implied or direct threats of violence by students, teachers, other school personnel and visitors to the school – Section 155.17(e)(1)(iii)	A “Violent Incident Response Plan” is identified in the document.
Response Protocols	
The plan includes an identification of appropriate responses to emergencies, including protocols for responding to bomb threats, hostage-takings, intrusions and kidnappings – Section 155.17(e)(1)(xvi)	A variety of scenarios are outlined in the plan.
Arrangements for Obtaining Emergency Assistance from Local Government	
The plan includes a description of the arrangements for obtaining assistance during emergencies from emergency services organizations and local governmental agencies – Section 155.17(e)(1)(vii)	“Procedures for Obtaining Advice and Assistance from Local Government Offices” are noted as well as District resources for use in an emergency.
District Resources Available for Use in an Emergency	
The plan includes an identification of district resources which may be available for use during an emergency - Section 155.17(e)(1)(ix)	District facilities and vehicles are outlined.
Procedures to Coordinate the Use of School District Resources and Manpower During an Emergency	
The plan includes a description of procedures to coordinate the use of school district resources and manpower during emergencies, including identification of the officials authorized to make decisions and of the staff members assigned to provide assistance during emergencies - Section 155.17(e)(1)(x)	The Superintendent or designee, Asst. Supt. for Administrative Operations, Director of Transportation and/or Central Administrative personnel are assigned to coordinate resources in case of need; in addition to a call to 911.
Protective Action Options	
The plan includes a description of plans for taking the following actions in response to an emergency where appropriate: (a) school cancellation; (b) early dismissal; (c) evacuation; and (d) sheltering Section 155.17(e)(1)(ii)	All procedures are outlined in the plan. The K-12 Alert System is activated as needed.