

Safety and Security

Section A - Introduction

It shall be the policy of the Board of Education that reasonable precautions be taken to ensure the safety of students, and employees of, and visitors to, the school district.

Section B - Safety and Security

All district operations shall be conducted in a manner consistent with the safety and security of everyone on district property or at a district event. The superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. An emergency operations and crisis response plan(s) addressing prevention, preparation, response, and recovery for each school;
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and legal counsel;
3. A school safety drill plan;
4. Instruction in safe bus riding practices; and
5. A clear, rapid, factual, and coordinated system of internal and external communication.

In emergency situations, the superintendent or designee is authorized to implement additional measures and procedures as necessary to ensure the safety and security of school facilities.

Section C - School Safety Drill Plan

During every academic year, each school building that houses school children shall conduct, at a minimum, each of the following in accordance with the School Safety Drill Act (105 ILCS 128/):

1. Three school evacuation drills to prepare students and school personnel for fire incidents. One of these drills shall require the participation of the local fire department.
2. One bus evacuation drill.
3. One severe weather and shelter-in-place drill to prepare students and school personnel for possible tornado incidents.
4. One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school personnel and students present at school at the time of the drill, except for those exempted by administrators or a parent/guardian.

Section D - Annual Review

The superintendent or designee will annually review each school building's emergency operations and crisis response plan, protocols, and procedures, as well as each building's compliance with the school safety drill plan. The annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and the Joint Rules of the Office of the State Fire Marshal and the Illinois State Board of Education (29 Illinois Administrative Code Part 1500), all as amended from time to time.

Section E - Automated External Defibrillator (AED)

The superintendent or designee shall implement a written plan for responding to medical emergencies at the district's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act and shall file a copy of the plan with the Ill. Dept. of Public Health (IDPH). The plan

shall provide for at least one automated external defibrillator (AED) to be available at every physical fitness facility on the premises according to state law requirements.

The district shall have an AED on site as well as a trained AED user:

1. On staff during staffed business hours; and
2. Available during activities or events sponsored and conducted or supervised by the district.

The superintendent or designee shall ensure that every AED on the district's premises is properly tested and maintained in accordance with rules developed by the IDPH, as amended from time to time. This policy does not create an obligation to use an AED.

Section F - Carbon Monoxide Alarms

The superintendent or designee shall implement a plan with the district's local fire officials to:

1. Determine which school buildings to equip with approved carbon monoxide alarms or carbon monoxide detectors;
2. Locate the required carbon monoxide alarms or carbon monoxide detectors within 20 feet of a carbon monoxide emitting device; and
3. Incorporate carbon monoxide alarm or detector activation procedures into each school building that requires a carbon monoxide alarm or detector. The Superintendent or designee shall ensure each school building annually reviews these procedures.

Section G - Lead Testing in Water

The superintendent or designee shall implement testing for lead in each source of drinking water in school buildings in accordance with the Ill. Plumbing License Law and guidance published by the IDPH. The superintendent or designee shall notify parent(s)/guardian(s) about the sampling results from their children's respective school buildings.

Section H - Emergency Closing

The superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property.

Section I - Movable Soccer Goal Safety

The superintendent or designee shall implement the Movable Soccer Goal Safety Act in accordance with the guidance published by the IDPH. Implementation of the Act shall be directed toward, among other things, improving the safety of movable soccer goals by requiring that they be properly anchored.

1. Building principals or their designee are to identify any movable soccer goals on school grounds and comply with the Movable Soccer Goal Safety Act (430 ILCS 145/ added by PA 97-234).
2. Building principals or their designees are to implement the Movable Soccer Goal Safety Act by requiring that movable soccer goals be properly anchored.

Section J - Video Surveillance Monitoring

The Board of Education authorizes the use of overt video surveillance cameras and monitors on district property to promote the health, safety, and welfare of all students, staff, and visitors, and to safeguard district facilities and equipment. Audio pick-up will not be used, except on vehicles transporting students, and where needed due to emergency security or safety circumstances, for two-way communication or as otherwise authorized by the superintendent.

For purposes of this section, “district property” is defined as school buildings, parking lots and grounds, and school-owned vehicles. Additional specific purposes include:

1. Taking proactive measures to enhance and sustain safety and security measures and to create a learning environment that is perceived to be safe by all students and staff.
2. Providing deterrent value to students or others who would be less likely to commit acts of violence or vandalism if they knew their actions could be observed at any hour of the day or night.
3. Establishing evidence and documentation of a crime or violation of a school rule.

Video cameras may be used in locations as deemed appropriate by the superintendent or designee. Video cameras will be used in areas of the schools where there is no reasonable expectation of privacy, which may include hallways, cafeterias, gymnasiums, parking lots, exits and entrances, and buses.

Video cameras will not be used for general surveillance purposes in washrooms, gymnasium or swimming pool locker rooms, changing areas, or showers. Recorded data will be saved for a minimum of 30 days, subject to applicable maintenance and retention laws including, but not limited to, the Illinois Local Records Act, and further provisions as stated under Section C.6.

The district shall notify students, staff, and parents through the student/parent handbook and appropriate signage, or other means of notice determined appropriate by the superintendent, that video surveillance may occur on district property.

The content of video recordings may become a part of a student’s educational record and may be produced as evidence in student administrative discipline conferences and hearings or other proceedings, subject to district policy and procedure concerning student records. Such video recordings may also be provided to law enforcement agencies, including without limitation in cases of potential criminal investigations or activities and emergencies. At that time, the district shall comply with all applicable state and federal laws related to student record maintenance and retention, as provided in the Family Educational Rights and Privacy Act and the Illinois School Student Records Act.

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