

*POLICY ON STUDENT SAFETY*

Student safety and security is a top priority of the Lyon County School District (LCSD) and its staff. The LCSD Board of Trustees is committed to making decisions with this as a primary focus. As a result, the following actions will be required of district and school personnel to ensure the highest level of safety and security for students.

- 1) Use of the Audio Enhancement (AE) Signal Alert for Education (SAFE) System:
  - a. School personnel in charge of the classroom shall maintain the safety alert button (located on the staff member's AE microphone) in the on position and on their person at all times when students are present and under their supervision. This ensures that the silent alarm can be activated within seconds. The safety alert button shall be used during emergency situations as outlined in LCSD Board Policy JHFA. Please see this policy for specific details.
- 2) Use of Identification Badges:
  - a. All school and district personnel will receive an identification badge which designates them as an official LCSD employee. These badges must be on the person of all LCSD employees (or immediately accessible should an emergency situation arise).
- 3) Monthly Safety Drills:
  - a. All school sites and applicable district facilities must conduct monthly safety drills (lockdown, lockout, fire, etc.) according to applicable law and the approved schedule. These drills ensure that students and staff are prepared for potential emergency situations that may arise.
- 4) Monthly Facility and Grounds Inspections:
  - a. School administration and maintenance personnel will conduct monthly facility and grounds inspections to identify any hazards and safety concerns. Hazards and safety concerns will be prioritized and addressed as quickly as feasible. The LCSD Safety Risk Manager (SRM) will provide training and assistance to each school team as needed. School administration will report the results of these inspections to the SRM by the last day of each month.
- 5) Educational Training for Specialized Classes and Extra-Curricular Activities:
  - a. Teachers, coaches, advisors, and school administrators will ensure that all students participating in specialized classes (Career and Technical Education, Physical Education, Science, etc.) and/or extra-curricular activities receive proper training according to their specific standards before students are permitted to use equipment, chemicals, materials, and/or engage in the activities. School administrators may require teachers, coaches, and/or advisors to demonstrate proof of training.
- 6) District and School Emergency Operation Plans:
  - a. The Deputy Superintendent and SRM will ensure that all schools and the district comply with the requirement to develop and maintain an emergency operations plan. These plans will be maintained in confidence and accordance with applicable state law. Please see LCSD Board Policy JHFB for more specific details.

- 7) Anonymous Reporting System (SafeVoice):
  - a. As required by state law, all schools within the LCSD will train students on the appropriate use of the SafeVoice reporting system. This is an anonymous reporting system designed to enhance student and school safety. School administration will ensure the information stickers are properly placed on the back of student identification badges as required.
- 8) Student Accident Insurance Plan:
  - a. All students and families will be offered the opportunity to purchase a supplemental accident insurance plan through the LCSD approved vendor. School administration will ensure this opportunity is communicated to students and families at the beginning of each school year and at the beginning of each athletic season.
- 9) Visitor/Guest Sign-in at all Schools:
  - a. School administrators will have a sign-in system that requires visitors/guests to check in at the office before having access to students. This system can be implemented and monitored electronically or manually. Records will be maintained for at least one school year.