



2023-2024 Phase One: School Safety Report_09272023_10:16

2023-2024 Phase One: School Safety Report

Walker Early Learning Center
Alecia Parker
1080 S Main St
Monticello, Kentucky, 42633
United States of America

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2023-2024 Phase One: School Safety Report

School Safety Report

Pursuant to KRS 158.162, the local board of education shall require the school council or, if none exists, the principal in each school to adopt an emergency plan that must be utilized in case of fire, severe weather, earthquake, or a building lockdown and that: establishes evacuation routes; identifies the best available severe weather zones; develops earthquake protocols for students; and, develops and adheres to practices controlling access to the school building. The emergency plan shall be annually reviewed by the council, principal, and first responders and revised as needed.

In addition to the emergency plan requirements in KRS 158.162, KRS 158.164 requires the local board of education to direct the school council or, if none exists, the principal in each school to establish procedures to perform a building lockdown and to invite local law enforcement to assist in establishing lockdown procedures.

KRS 158.162 also requires the emergency plan be discussed with all school staff prior to the first instructional day of the school year and provided, along with a diagram of the facility, to appropriate first responders. Further, the principal in each school shall conduct, at a minimum, the following emergency response drills within the first 30 instructional days of the school year and again during the month of January: one severe weather drill, one earthquake drill, and one lockdown drill. In addition, required fire drills shall be conducted according to administrative regulations promulgated by the Department of Housing, Buildings and Construction.

Questions Related to the Adoption and Implementation of the Emergency Plan

1. Has the school council or, where applicable, principal adopted an emergency plan in accordance with local board policy and in compliance with the specifications in KRS 158.162(3) and is a copy maintained on file in the school office?

If the answer is "no", please explain in the comment box. Please note that Senate Bill 1 (2019) and Senate Bill 8 (2020) amended KRS 158.162(3)(d) to require, for example, classroom doors remain closed and locked during instructional time (with limited exceptions) as well as classroom doors with windows be equipped with material to quickly cover the window during a building lockdown. Schools are encouraged to comply with these changes as soon as practicable but, if needed, have until July 1, 2022 to fully implement. Accordingly, failure to comply with KRS 158.162(3)(d), as amended, shall be reported for the 2022-2023 school year and each year thereafter.

Yes, Walker Early Learning Center has an Emergency Management Plan (EMP). It was reviewed and approved by the SDM during closed session on July 26, 2023.

After coming out of closed session, there was a motion to approve the adoption of the EMP for WELC.

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 [23-24 WELC Emergency Management Plan](#)

 WELC SBDM Minutes July 26, 2023

2. Has the school provided local first responders with a copy of the school's emergency plan along with a diagram of the school as required by KRS 158.162(2)(b)?

If the answer is "no", please explain in the comment box.

Yes, local responders are given a copy of the building's floor plan and the EMP is reviewed by them periodically. Mr. York (District Safety Coordinator) collaborates with first responders to ensure the plan is efficient.

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3. Has the school posted primary and secondary evacuation routes in each room by any doorway used for evacuation as required by KRS 158.162(3)(a)?

If the answer is "no", please explain in the comment box.

Yes, faculty and staff had the plan reviewed with them on August 14, 2023 during the opening day staff meeting. They have a copy of the floor plans and emergency routes in their teacher resource binders and posted inside their classrooms next to doorways. These plans are also included in sub plan folders.

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4. Has the school posted the location of severe weather safe zones in each room as required by KRS 158.162(3)(b)?

If the answer is "no", please explain in the comment box.

Yes, each room has the evacuation routes posted at the doorway with primary and secondary routes indicated.

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5. Have practices for students to follow during an earthquake been developed as required by KRS 158.162(3)(c) and is a copy maintained on file in the school office?

If the answer is "no", please explain in the comment box.

Yes, this plan was developed to meet the criteria required by KRS 158.162(3)(c). All faculty practice this plan with students periodically throughout the school year.

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6. Are practices in place to control access to the school building, including but not limited to controlling outside access to exterior doors during the school day; controlling the main entrance of the school with electronically locking doors, a camera, and an intercom system; controlling access to individual classrooms; requiring classroom doors to remain closed and locked during instructional time (with limited exceptions outlined in statute); requiring classroom doors with windows to be equipped with material to quickly cover the windows during a lockdown; requiring all visitors to report to the front office of the building, provide valid identification, and state the purpose of the visit; and providing a visitor's badge to be visibly displayed on a visitor's outer garment as required by KRS 158.162(3)(d)?

If the answer is "no", please explain in the comment box.

Yes, all exterior doors and gates are latched at all times and video monitored. The main entrance is locked, has video monitoring, and an intercom system. Each classroom door is locked all day and teachers are provided with blinds for exterior windows and coverings for interior windows. All visitors are required to enter the building through our main entrance. Each visitor is required to show identification and provide reasoning for entering the building. They also receive a visitor's badge to wear while inside of the building.

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7. Was the school's emergency plan reviewed following the end of the prior school year by the school council, principal, and first responders and revised as needed as required by KRS 158.162(2)(c) and is a copy maintained in the school office?

Please provide the most recent date of review/revision of the school's emergency plan in the comment box. If the answer is "no", please explain in the comment box.

Yes, Walker Early Learning Center has an Emergency management Plan (EMP). It was reviewed and revamped during the June and July SBDM meetings. Mr. York (DPP) and the SRO officers coordinated walk through with members of the Fire Department, EMS, Rescue Squad, Police Department (City), and Sheriff's Department (County) on August 9, 2023. The Emergency Plan was approved by SBDM at the July 26, 2023 meeting during closed session. After coming out of closed session there was a motion to approve the adoption of the EMP for WELC for the 2023-2024 school year.

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8. Did the principal discuss the emergency plan with **all** school staff prior to the first instructional day of the current school year and appropriately document the time and date of such discussion as required by KRS 158.162(2)(d)?

Please provide the date the school completed this discussion in the comment box. If the answer is "no", please explain in the comment box.

Yes, the plan was reviewed and adopted by the WELC SBDM on July 26, 2023. Then, faculty and staff had the plan shared and reviewed with them on August 14, 2023, during opening day prior to students returning to school.

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9. During the first 30 instructional days of the current school year, did the principal conduct at least one severe weather drill, one earthquake drill, and one lockdown drill as required by KRS 158.162(5) and are the drills maintained in the appropriate drill log for the given school year?

If the answer is "no", please explain in the comment box.

Yes, all four emergency response drills were completed during the first month of school. They were completed on August 18, 2023.

ATTACHMENTS

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 [23-24 WELC Emergency Management Plan](#)

 [WELC 23-24 Calendar of Events](#)

 WELC Drill Schedule & Log for 2022-2023 & 2023-2024

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10. During the month of January during the prior school year, did the principal conduct at least one severe weather drill, one earthquake drill, and one lockdown drill as required by KRS 158.162(5) and is a copy maintained on file in the school office?





If the answer is "no", please explain in the comment box.

Yes, drills were completed last year on January 10, 2023. Processes are in place to ensure all four emergency response drills will be completed after returning from

winter break. We ensure students/faculty understanding by practicing drills each month during the school year. These drills will take place on January 4, 2024.

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-  [23-24 WELC Emergency Management Plan](#)
-  [WELC 23-24 Calendar of Events](#)
-  WELC Drill Schedule & Log for 2022-2023 & 2023-2024
-  WELC SBDM Minutes July 26, 2023





11. Over the immediately preceding twelve months, did the principal conduct fire drills in accordance with administrative regulations promulgated by the Department of Housing, Buildings and Construction as required by KRS 158.162(5)?

If the school did NOT meet the requirement, respond "no" and please explain further in the comment box.





Yes, Walker Early Learning center conducts fire drills each month in accordance with Department of Housing, Buildings, and Construction by KRS 158.162(5).

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Attachment Summary

| Attachment Name | Description | Associated Item(s) |
|--|---|---|
|  <p style="text-align: center;"><u>23-24 WELC Emergency Management Plan</u></p> | | <ul style="list-style-type: none"> • 1 • 2 • 3 • 4 • 5 • 6 • 7 • 8 • 9 • 10 • 11 |
|  <p style="text-align: center;"><u>WELC 23-24 Calendar of Events</u></p> | <p>Fire Drills are noted on Calendar of Events.</p> | <ul style="list-style-type: none"> • 9 • 10 • 11 |
|  <p style="text-align: center;">WELC Drill Schedule & Log for 2022-2023 & 2023-2024</p> | <p>This is a copy of the Drill practice log for WELC during the 2022-2023 school year and the 2023-2024 school year.</p> | <ul style="list-style-type: none"> • 9 • 10 • 11 |
|  <p style="text-align: center;">WELC SBDM Minutes July 26, 2023</p> | <p>WELC Site Base Decision Making Council reviewed and adopted the Emergency Management Plan for the 2023-2024 school year.</p> | <ul style="list-style-type: none"> • 1 • 2 • 3 • 4 • 5 • 6 • 7 • 8 • 9 • 10 • 11 |