

COMPREHENSIVE SCHOOL SAFETY PLAN – EXECUTIVE SUMMARY

SCHOOL	Buena Park Middle School
SCHOOL YEAR	2023-2024
PRINCIPAL	John Beckelheimer

In compliance with State law and Board policy, stake-holders at our school engaged in a systematic planning process for the purpose of reviewing and updating our comprehensive school safety plan. This process included gathering and analyzing crime and safety data in order to develop reasonable safety goals relevant to the needs and resources of our campus. This Executive Summary details the two data-driven safety goals that resulted from our planning process. The entire plan can be viewed by making an appointment with the Principal.

GOAL - 1

Equip every classroom at BPMS with an emergency kit by 2023-2024, as confirmed by class audit.

GOAL - 2

Provide CPR/First Aide/AED and emergency response training for school team members as identified by safety plan committee in collaboration with administrative team.

FOR ADMINISTRATIVE USE ONLY

Procedure for Comprehensive Safe School Plans	See Policy #
Plan adopted on	2/28/23
Plan approved on	2/28/23

SECTION ONE

This section details our systematic planning process, procedures for complying with safety laws, and safety goals for the upcoming school year.

COMPREHENSIVE SCHOOL SAFETY PLAN

ABOUT THIS TEMPLATE “Safety” is a Process!”

The Law

California Ed Codes 32280-32289.5, require every school in a district with more than 2501 average daily attendance to develop and maintain plans designed to address campus risks. The law also requires designated stakeholders at each school, along with local law enforcement, fire department, and other first responder agencies, to annually engage in a systematic planning process for the purpose of developing strategies to prevent and respond potential incidents involving crimes and violence on campus.

Ed Code 32280
A “safety plan” means a plan to develop strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on the school campus.

The Template

This template was created by the Campus Safety Group on behalf of the Los Angeles County Office of Education, the California Department of Education, and the California Department of Justice.

Planning Due Dates

There are two mandatory due dates in Education Code:

- March 1 - The School must have “adopted” their school safety plan by March 1, and have forwarded it to the District for “approval.”
- October 15 – The District must approve the school’s plan by October 15. The District is required to report to CDE any individual schools that do not have approved plans by October 15. Non-compliance must be indicated on that schools’ SARC.

Planning Timeline

Schools should create a timeline to ensure compliance with the March 1, adoption date. An example of a compliance timeline:

- September/October
 - Step 1 - Identify Collaborative Comprehensive Safe School Planning Committee.
 - Step 2 - Create a vision of school as a safe place to learn.
 - Step 3 - Gather and assess school related crime and safety data.
- November/December
 - Step 4 – Identify data driven areas for desired change.
 - Step 5 – Select and implement strategies for safe and orderly environment.
- January/February
 - Step 6 – Share and then adopt the plan. Forward the adopted plan to the District.
- March/June
 - Step 7 – Implement the plan by achieving your data driven safety goals.

COMPREHENSIVE SCHOOL SAFETY PLAN

School Name	Buena Park Middle School
Principal	John Beckelheimer
School year Plan is for the upcoming school year	2023-2024

Our school engaged in the systematic planning process recommended in the law:

- Step One** We Identified our safety committee.
- Step Two** We created a vision of a school as a safe place to learn.
- Our Mission Statement and existing safety practices.
- Step Three** We gathered and assessed school related crime and safety data.
- Specific data known to have an impact on campus safety.
- Step Four** We Identified areas of desired change.
- Data driven analysis towards improvement.
- Step Five** We developed strategies to maintain a safe and orderly environment.
- Two data driven safety goals that are meaningful to our unique campus circumstances and achievable through existing resources.
- Step Six** We shared and adopted the plan.
- A public meeting was held with invitations extended to campus and community stakeholders.
- Step Seven** We will continue to evaluate and revise the plan
- Stakeholders at our school will continue to monitor progress towards achieving our goals and revise strategies as necessary.

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Step 1 – Identify the committee

Ed Codes 32280 & 32281 “In cooperation with local law enforcement, fire department, and other first responder agencies.” “The schoolsite council...shall write and develop a comprehensive school safety plan relevant to the needs and resources of that particular school.”

Name		Agency
Local Law Enforcement	George Gentner	BPPD
Local Fire Department		OC FIRE
American Red Cross contact, (if any)		
Schoolsite Council / Safety Planning Committee Members		
Name		Title
John Beckelheimer		Principal
Alice Lee		Certificated
Miguel Tapia		Classified
Ami Shah		Parent
Alena Llanes		Student
Claire Goodman		District Nurse
Leticia Rojas		Assistant Principal
Johanna Esmas		Parent
Ashley Rifsdal		Counselor

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Step Three – Gather & assess school crime and safety data

3.1 - Safety Policies and Procedures

Ed Code 32282 establishes a list of required and recommended safety policies and procedures that must be included in the safety planning process. Check “included” indicating that you have attached a current PDF version of applicable policies and procedures to this plan. Remember, you can include other safety practices in your planning process that may not be mentioned in the law.

Required Safety Policies/Procedures	
Policy/Procedure	Included
Child Abuse Reporting	X
Disaster Response Procedures	X
Suspension & Expulsion Policies	X
Procedure to notify teachers of dangerous pupils	X
Anti-Discrimination/Harassment Policy	X
Anti-Bullying Policy	X
School Dress Code re “anti-gang” apparel	X
Procedure for safe ingress/egress	X
Rules for school discipline	X
Lockdown procedure	
Tactical response procedure	
Other Safety Policies/Procedures	
Haz-Mat with ¼ mile of campus	
Building evacuation plan	X
Campus evacuation plan	
Bomb threat	X
Visitors on campus	X
Anti-sex abuse/trafficking procedures	
Guidelines for mental health and law enforcement contacts at school	X
Procedures to address the mental health of students who have witnessed a violent act on campus, going to or headed from school, or at any other school related event.	

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Step Two – Our schools vision of a safe place to learn

School Mission Statement

All students and staff need a safe and supportive school environment in order to succeed. A safe school is one where teaching and learning are not distracted; disruptions are minimized; violence, drugs, bullying and fear are not present; expectations for behavior are clearly communicated; and consequences for infractions are consistently and fairly applied.

About our school, a safe place to learn

To promote a safe plan to learn, Buena Park Middle School has established the following: BPMS holds quarterly safety drills all scheduled at various times and days of the week in order to assess emergency response in different situations. BPMS has a clear and concise safety plan for emergencies including earthquake, active shooter, and fire. BPMS has established a safety plan committee and designated leaders for emergency protocols. BPMS works with school resource officer on campus to promote a safe environment. BPMS has established tier three interventions of various counseling programs for students to participate in. BPMS works with supervision team to continuously review, revise, and improve school supervision.

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Section 3.2 – Step Three Task Log.

Red numbers indicate the task is for the principal or designee.

Form#	Primary Person Tasked
3.3 Crime assessment	Jay Beckelheimer
3.4 Tactical response	Jay Beckelheimer
3.5 Lockdown procedure	Jay Beckelheimer
3.6 Disaster plan, incident commander	Jay Beckelheimer
3.7 Disaster plan, general	Jay Beckelheimer
3.8 Disaster plan, medical team	Leticia Rojas
3.9 Disaster plan, search & rescue	Daniel Arredondo
3.10 Disaster plan, reunification	Leticia Rojas
3.11 Anti-Bullying	Daniel Arredondo
3.12 Expulsion/Suspension/Discipline	Daniel Arredondo
3.13 Notify teachers of dangerous pupils	Daniel Arredondo
3.14 Pesticide & harmful materials plan	Jay Beckelheimer
3.15 Visitors on campus	Leticia Rojas
3.16 Safe ingress/egress	Jay Beckelheimer
3.17 Anti-Harassment procedure	Jay Beckelheimer
3.18 Dress code, gang related apparel	Leticia Rojas
3.19 Child abuse reporting procedures	Jay Beckelheimer
3.20 Existing resources	Jay Beckelheimer

COMPREHENSIVE SCHOOL SAFETY PLAN

3.3 – Assessment of Campus Crime

This assessment to be completed by the school principal or designee.

Assessment performed by	Date
The listed name must be the person who does the assessment.	
Jay Beckelheimer	

The purpose of this assessment to assure the school is aware of criminal behavior or dangerous trends occurring on campus or at school related functions. Consult with local law enforcement to be certain all relevant information is gathered.

Number of crimes reported on campus or at school related events.

These numbers are from the previous school year and will come from your local law enforcement agency as well as crimes that might not have been reported to the police such as significant vandalism or reported thefts. Internal data sources include work orders and insurance claims.

Type of crime

Avoid using code sections. For example, enter vandalism instead of 594 PC.

Type	Number	Type	Number
Tobacco	7	Theft	2
Drug/Alcohol	14	Sale	1
Physical Injury	14	Harassment	2
Weapon	4	Sexual Harassment	1

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	<p>Based on recent data collected on our student discipline dashboard, the majority of reported student cases are EC 48900a (caused/threatened physical injury to another) and EC 48900.c (Drug/Alcohol Possession). Based on this data, our desired change will be to lower the cases related to EC 48900a and c for the 2023-2024 school year. Focus on positive and restorative interventions.</p>
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COMPREHENSIVE SCHOOL SAFETY PLAN

3.4 – Tactical Response Plan

This assessment to be completed by the school principal or designee.

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by The listed name must be the person who does the assessment.	Date
Jay Beckelheimer	

The purpose of this assessment to assure that the campus has a “Tactical Response Plan” for dangerous criminal incidents occurring on campus, including incidents involving firearms, and that those plans support first responder efforts.

<p>Does your local law enforcement agency have a “tactical response” plan for your school? Most modern first responder agencies do have tactical response plans in place for schools within their jurisdiction. If you do not know, it is your job to make sure.</p>	Yes <input type="radio"/>
<p>Does your school have a plan for responding to dangerous criminal events on campus, including events involving firearms? Generally, such plans involve preparing for, initiating, maintaining, ending, and recovering from a lock-down or rapid evacuation. If you do not have this plan, skip the next question and add “Develop a Tactical Response Plan” as a suggested action plan.</p>	Yes <input type="radio"/>
<p>Is your school plan coordinated with the law enforcement plan? The purpose of this assessment is to facilitate continual communications between the school and local first responder agencies. DON'T accept a District level “we’re working with local law enforcement” statement. It’s your job insure the school’s efforts are coordinated with responder efforts.</p>	Yes <input type="radio"/>

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	OC Sheriff Proactive Threat Assessment conducted this year for all staff. Plan for training in the event of an active shooter emergency.
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COMPREHENSIVE SCHOOL SAFETY PLAN

3.5 – Lockdown Plan

This assessment to be completed by the school principal or designee.

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.


Assessment performed by The listed name must be the person who does the assessment.	Date
Jay Beckelheimer	

The purpose of this assessment to assure the school is taking all reasonable steps to be prepared for a lock-down scenario.

Does the school have a lockdown procedure? If no, add create procedure as a suggested action plan. If yes, review the procedure and proceed to the next questions.	Yes <input type="radio"/>
Does the procedure include redundant announcements? Redundant announcements refer to multiple ways of signaling a lockdown, such as bells, PA systems, flashing lights and any other means of campus mass communications. If the answer is no, suggest adding redundant announcements as an action plan.	Yes <input type="radio"/>
Does the procedure include documentation and reviews of the drills? Dates/times of drills must be documented. A drill review would include information from staff visitors, and when age-appropriate, from students and include information related on how effective the drill was. If the answer is no, suggest adding an after-drill review.	Yes <input type="radio"/>

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Set up a backup system to use to notify all staff about a lockdown. Plan for including written protocols for each type of emergency.
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3.6 - Disaster Plan – Incident Commander

This form to be completed by the school principal or designated Incident Commander

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.


Assessment performed by The listed name must be the person who does the assessment.	Date
Jay Beckelheimer	

The purpose of this assessment to assure the Campus Incident Commander (IC) has the requisite training and supplies to manage the school during a disaster or other unusual occurrence requiring an Incident Command Post.

Do the IC & alternate IC have NIMS/SEMS training? This includes ICS 100 & NIMS 700. You can check training requirements here. If no, add training as a suggested action plan.	No
Is there a list of IC forms & supplies? If no, add creating a list as a suggested action plan.	No <input type="checkbox"/>
Are all required forms & supplies in place and serviceable? If no, add updating forms & supplies to suggested action plans.	No <input type="checkbox"/>

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	BPMS will provide all classrooms emergency kits. Additionally, BPMS will work with the district to provide SEMS(Standardized Emergency Management System) and NIMS (National Incident Management System) training for the principal.
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3.7 - Disaster Plan – General

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by The listed name must be the person who does the assessment.	Date
Jay Beckelheimer	

The purpose of this assessment to assure the school is taking all reasonable steps to be prepared for a disaster.

Is there an earthquake procedure in compliance with state law? (See Ed Code 32282 B(i)-(IV)(ii)) If no, add create procedures as a suggested action plan.	No	▼
Is there a map of the school showing the location of gas and water meters? If no, add create maps as a suggested action plan. If yes, when was it last updated?	No	▼
Is there a list of classroom disaster supplies? If no, add “create a list of classroom disaster supplies” as a suggested action plan. If yes, answer the next questions.	Yes	▼
Are classroom supplies in place and serviceable? If no, add updating supplies as a suggested action plan.	Yes	▼
Is there a procedure to routinely check for non-structural dangers? Non-structural dangers include, but are not limited to, heavy objects in high places, untethered bookcases/shelving, and other situations presenting otherwise avoidable injuries.	No	

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Create map with gas and water meters. Create a plan for distributing paper student emergency contacts to key staff. Create a procedure for checking and teaching students about the emergency supplies. Create a plan for training staff on emergency procedures.
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3.8 - Disaster Plan – Medical Team

This form should be completed by the school Medical Unit Leader. If no such position exists, consider the school nurse or other person who would be assigned to the Medical Unit in a disaster.

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.


Assessment performed by The listed name must be the person who does the assessment.	Date
Leticia Rojas	

The purpose of this assessment to assure the campus medical team is prepared for a disaster.

Is there a written procedure for the campus medical team? If no, add "prepare written medical team procedure as suggested action plan. If yes, go to the next question.	Yes <input checked="" type="radio"/>
Are there training requirements in the procedure? If no, add training requirements to the suggested action plans. If yes, go to the next question	No <input checked="" type="radio"/>
Are medical team members trained to the procedure? If no, add training to suggested action plans.	No
Is there a list of medical team forms and supplies? If no, add create a list of medical team forms and supplies as a suggested action plan. If yes, go to the next question.	Yes
Are all forms and supplies in place and serviceable? If no, add obtaining required forms and supplies as a suggested action plan.	Yes

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Biannual CPR and First Aid training for medical team members. Plan to include AED training.
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3.9 – Disaster Plan – Search and Rescue

This form should be completed by the school Search & Rescue Team Leader. If no such position exists, consider a person who would be assigned to the Search & Rescue Unit in a disaster. Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by	Date
The listed name must be the person who does the assessment.	
Dan Arredondo	

The purpose of this assessment to assure the Campus Search & Rescue Team (S&R) has the requisite training and supplies to manage the school during a disaster.

Are there written procedures for the S&R unit? If no, add, "Create Search & Rescue procedures" as a suggested action plan. If yes, answer the next question.	Yes <input type="radio"/>
Are there training recommendations? If no, add creating training recommendations to the suggested action plans. If yes, answer the next question.	No <input type="radio"/>
Are S&R team members trained? If no, add obtain training to the suggested action plans.	Yes <input type="radio"/>
Is there a list of S&R forms & supplies? If no, add creating a list to the suggested action plans. If yes, answer the next questions.	Yes <input type="radio"/>
Are forms and supplies in place and serviceable? If no, add search & rescue supplies to the suggested action plans.	No <input type="radio"/>

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	BPMS administration along with the District Safety Committee will establish a list recommended training and protocols for S&R teams. In addition, any needed for items that will assist the team in creating S & R supplies will be established so are accessible and serviceable for all.
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COMPREHENSIVE SCHOOL SAFETY PLAN

3.10 – Disaster Plan – Reunification Team

This form should be completed by the school Reunification Team Leader. If no such position exists, consider a person who would be assigned to the Reunification Unit in a disaster. Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.


Assessment performed by The listed name must be the person who does the assessment.	Date
Leticia Rojas	

The purpose of this assessment to assure the Reunification Team has the requisite training and supplies to manage the school during a disaster or other unusual occurrence.

Is there a procedure for reunification? If no, add, "Create reunification procedures" as a suggested action plan. If yes, answer the next question.	Yes <input type="radio"/>
Is there a list of reunification forms & supplies? If no, add creating a list to the suggested action plans. If yes, answer the next question.	No <input type="radio"/>
Are all forms & supplies in place and serviceable? If no, add reunification supplies to the suggested action plans.	No <input type="radio"/>

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Update reunification procedures and share with all staff. Print out Emergency cards to use in the event of the loss of electricity or wifi.
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3.11 – Anti-Bullying Procedure

This form to be completed by the school principal or designee.


Assessment performed by The listed name must be the person who does the assessment.	Date
Daniel Arredondo	

The purpose of this assessment is to assure all staff have met minimum training requirements and to look for trends. Prior to this assessment, review school and school district policy on bullying. Also, when was the last time the school/school district performed a bullying survey? Is it time for a new one?

Is staff sufficiently trained in recognizing/responding to bullying? If “no,” suggest training as an action plan.	Yes <input type="radio"/>
Compare the numbers for the previous three years of bullying reports.	
Is there an identified trend in bullying reports? Identify trends and consider action plans designed to promote what is working or where improvements can be made.	

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Provide training to all staff on the 4 different types of bullying. Plan and promote positive interventions to create a positive environment.
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3.12 –Procedures for Expulsion, Suspension, and School Discipline

This form to be completed by the school principal or designee.

Assessment performed by The listed name must be the person who does the assessment.	Date
Daniel Arredondo	

Review the numbers/reasons for the previous two years of expulsions.

There were 0 for both years.

Review the numbers/reasons for the previous two years of suspensions.

In the 2021-2022 school year there were 163, In 2022-2023 there have been 48 suspensions.

Review the numbers/reasons for the previous two years of disciplinary office referrals.

Do any of these comparisons suggest a trend?

If so, assess what you are doing well or what the challenges are and consider an action plan(s) to promote what working or address the challenges.

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Focus on promoting positive/restorative interventions.
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Section 3.13 – Procedure to Notify Teachers of Dangerous Students

This form to be completed by the school principal or designee.


Assessment performed by The listed name must be the person who does the assessment.	Date
Daniel Arredondo	

State law requires certain teachers to be notified of students who have been arrested for, or through routine school processes believed to have committed specific violent crimes. This assessment is to assure you are complying with that law. Review the law here. ([Link to law](#))

Is your school compliant with the law? If these notifications are not happening it is likely that the “fix” needs to come from a level above the school. If you are not making these notifications you should be specific that the District office has been made aware of the matter.	Yes <input type="radio"/>
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Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

 Change procedure to only notify the teacher of the student.
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COMPREHENSIVE SCHOOL SAFETY PLAN

Section 3.14 – Procedures for Pesticide or Other Harmful Material Spill

All related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.


Assessment performed by The listed name must be the person who does the assessment.	Date
Jay Beckelheimer	

The purpose of this assessment to assure the school aware of, and taking all reasonable steps to be prepared for, a Hazardous Materials (HAZMAT) incident.

Is there a potential pesticide or harmful material concern within ¼ mile of the school? This information should be provided by the local fire department. Response procedures generally follow evacuation plans or shelter in place plans.	No	▼
Does the school have a shelter in place procedure? Shelter-in-place is similar to, but different to a lockdown. You can read about shelter in place here . If you do not have a shelter-in-place procedure, include creating one as a suggested action plan item. If you do have a procedure, answer the following questions.	Yes	▼
Are staff aware of shelter in place and evacuation plans? This requires a simple survey of staff asking if they are aware of the plan?	Yes	▼

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	BPMS will work with the district to create a “Shelter in Place” procedure. The pl shared with staff and a copy will be provided to the local fire and police department.
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COMPREHENSIVE SCHOOL SAFETY PLAN

Section 3.15 – Procedures for Visitors on Campus

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by	Date
The listed name must be the person who does the assessment. This can be a group project.	
Leticia Rojas	

<p>Are there written guidelines for visitors on campus? If no, add “prepare written guidelines for visitors on campus” to action plans.</p>	Yes <input type="radio"/>
<p>Is there sufficient signage guiding visitors? Best practice is to have multilingual signs directing visitors to check in location(s). Additionally, signage should be clear that failing to check in could result in law enforcement being called.</p>	Yes <input type="radio"/>
<p>Are staff and students (age appropriate) trained how to report unidentified visitors on campus? Best practice is to establish a “culture of compliance” related to visitors. Staff and students should instinctively know how to direct or report unidentified visitors</p>	Yes <input type="radio"/>
<p>Conduct a survey Pick a random week and survey the campus to determine if any visitors are on campus that did not follow the procedure. You can use other safety committee members to assist you.</p>	

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	<p>The BPMS Safety Committee will evaluate the campus signage to determine which additional signs may be necessary for visitor check in required procedures. The team continue to ensure that we have a “culture of compliance” and will know what steps needed to be taken when we have an unidentified visitor on campus. BPMS front of staff will continue to use the Raptor check in process.</p>
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COMPREHENSIVE SCHOOL SAFETY PLAN

Section 3.16 – Plan for Safe Ingress and Egress

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by	Date
The listed name must be the person who does the assessment. This can be a group project.	
Jay Beckelheimer	

An ingress/egress plan is generally a map of the school, created in cooperation with law enforcement, fire department, and neighbors, designating “routine” arrival and departure points as well as emergency departure paths (showing both building evacuation paths, campus evacuation paths, as well as assembly areas.) Although it is not always possible, the ideal arrival plan limits points of access to only those areas that can be monitored by staff and/or cameras that are monitored by staff. An emergency egress plan must take into consideration how locked gates might be opened during an emergency.

Does the school have a written ingress/egress plan? If no, add “Create ingress/egress plan” to the suggested action plans.	Yes
Does the school have a plan to assure exterior gates and doors are locked during school hours? The plan should go beyond requiring gates doors to be locked to include some sort of daily check.	Yes <input type="checkbox"/>
Is there a plan to assure designated gates can be unlocked to facilitate emergency egress? Check for redundancy in opening locked gates. What if the primary “key holder” was not available?	Yes <input type="checkbox"/>
Is there sufficient signage directing visitors? If no, add “consider exterior/interior signage” to suggested action plans.	Yes <input type="checkbox"/>

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Day custodian checks and secures gates each morning after arrival and each aft after dismissal. Day custodian has been trained on emergency routes and proce and these plans are also available in the sub folder for custodians. There are signs indicating entrances and exits for visitors.
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3.17 Anti-Harassment Procedure


This form to be completed by the school principal or designee.

Assessment performed by The listed name must be the person who does the assessment.	Date
Jay Beckelheimer	

Are all staff members trained as required in policy? A "no" answer requires a suggested action plan that all staff meet training requirements.	Yes <input type="checkbox"/>
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Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Staff will continue to receive the annual parent/guardian and student notification oanti-harrassment procedures and be informed of the UCP process for BPSD. All required to take the annual Keenan and Associates training. The office of HumanResources will monitor staff completion of the harassment policy training.
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Section 3.18 – Dress Code – “Gang Related Apparel”

Assessment performed by The listed name must be the person who does the assessment.	Date
Leticia Rojas	

Review the current policy, specific to “gang related apparel.”

If the policy does not address gang related apparel, disregard this assessment. If it does, continue.

Conduct a survey

Pick random times during a week and walk the campus specifically looking for violations of this policy. You can ask other safety team members to assist you with this survey.

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Dress code has been updated to include violations related to gang related apparel. School has performed dress code checks to survey for violations of the policy.
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COMPREHENSIVE SCHOOL SAFETY PLAN

3.19 – Child Abuse Reporting Procedure

This form to be completed by the school principal or designee.


Assessment performed by The listed name must be the person who does the assessment.	Date
Jay Beckelheimer	

Review your policy, specific to mandatory training.

Are all staff members current in required training? This information should be available through Human Resources. If “no” add an action plan to have all staff current on this training.	Yes <input checked="" type="radio"/>
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Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

	Staff will continue to receive the annual parent/guardian and student notification on the mandated reporter training and legal procedures and be informed of the UCP process for BPSD. All staff are required to take the annual Keenan and Associates training. The office of Human Resources will monitor staff completion of the harassment policy training. Staff will notify the principal once the training is successfully completed and as needed, provide reminders to staff on mandated reporter requirements as posted on our district website and annual notification to parents/guardians and students.
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COMPREHENSIVE SCHOOL SAFETY PLAN

Section 3.20 – Existing Resources

Assessment performed by	Date
The listed name must be the person who does the assessment. This can be a group project.	
Jay Beckelheimer	

The law requires safety goals that are specific to the “needs and resources” of that school. This form helps stakeholders accomplish this expectation by establishing a realistic understanding of resources before goals are developed.

Keep in mind “resources” include, but are not limited to funding, volunteerism, and technical support. One of your goals may be to ask parent groups and other partners to set aside funds to accomplish goals. Another goal might be to establish a list of volunteers, including volunteers with specific skill sets, and partners that might be able to furnish the supplies or non-monetary resources. Use a second or third form if needed.

In the “Type” column, “funding” means the group can provide money. “Time” means the group/person can provide time that might be needed for safety projects/programs. An example of “Time” would be parent or other volunteers who agree to walk the exterior of the school from time to time to assure gates and exterior doors are shut and locked.

RESOURCE	TYPE	DESCRIPTION
School Safety Budget	FUNDING	EST \$ 7500
Parent Group(s)	FUNDING	EST \$
Other funding sources	FUNDING	EST \$

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Step Four – Assets/Suggested Action Plans

<p>3.3 Crime On Campus</p> <p>Physical Social</p>	<p>Based on recent data collected on our student discipline dashboard, the majority of reported student cases are EC 48900a (caused/threatened physical injury to another) and EC 48900.c (Drug/Alcohol Possession). Based on this data, our desired change will be to lower the cases related to EC 48900a and c for the 2023-2024 school year.</p>
<p>3.4 Tactical Response</p> <p>Physical</p>	<p>OC Sheriff Proactive Threat Assessment conducted this year for all staff. Plan for training in the event of an active shooter emergency.</p>
<p>3.5 Lockdown</p> <p>Physical</p>	<p>Set up a backup system to use to notify all staff about a lockdown. Plan for including written protocols for each type of emergency.</p>
<p>3.6 Disaster Incident Commander</p> <p>Physical</p>	<p>BPMS will provide all classrooms emergency kits. Additionally, BPMS will work with the district to provide SEMS(Standardized Emergency Management System) and NIMS (National Incident Management System) training for the principal.</p>
<p>3.7 Disaster General</p> <p>Physical</p>	<p>Create map with gas and water meters. Create a plan for distributing paper student emergency contacts to key staff. Create a procedure for checking and teaching students about the emergency supplies. Create a plan for training staff on emergency procedures.</p>
<p>3.8 Disaster Medical</p> <p>Physical</p>	<p>Biannual CPR and First Aid training for medical team members. Plan to include AED training.</p>

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3.9 Disaster S&R Physical	BPMS administration along with the District Safety Committee will establish a list of recommended training and protocols for S&R teams. In addition, any needed forms or items that will assist the team in creating S & R supplies will be established so that they are accessible and serviceable for all.
3.10 Disaster Reunify Physical	Update reunification procedures and share with all staff. Print out Emergency cards to use in the event of the loss of electricity or wifi.
3.11 Anti Bullying Social	Provide training to all staff on the 4 different types of bullying. Plan and promote positive interventions to create a positive environment.
3.12 Expulsion Susp Discipline Social	Focus on promoting positive interventions to help reduce suspensions.
3.13 Notify of Dangerous Pupils Social	Change procedure to notify the teacher of the student.
3.14 Pesticide Harmful Material Physical	BPMS will work with the district to create a "Shelter in Place" procedure. The plan will be shared with staff and a copy will be provided to the local fire and police department.

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<p>3.15 Visitors on Campus</p> <p>Social</p>	<p>The BPMS Safety Committee will evaluate the campus signage to determine which additional signs may be necessary for visitor check in required procedures. The team will continue to ensure that we have a “culture of compliance” and will know what steps are needed to be taken when we have an unidentified visitor on campus. BPMS front office staff will continue to use the Raptor check in process.</p>
<p>3.16 Safe ingress Egress</p> <p>Physical</p>	<p>Day custodian checks and secures gates each morning after arrival and each afternoon after dismissal. Day custodian has been trained on emergency routes and procedures, and these plans are also available in the sub folder for custodians. There are many signs indicating entrances and exits for visitors.</p>
<p>3.17 Anti Harassment</p> <p>Social</p>	<p>Staff will continue to receive the annual parent/guardian and student notification on the anti-harassment procedures and be informed of the UCP process for BPSD. All staff are required to take the annual Keenan and Associates training. The office of Human Resources will monitor staff completion of the harassment policy training.</p>
<p>3.18 Gang Apparel</p> <p>Social</p>	<p>Dress code has been updated to include violations related to gang related apparel. School has performed dress code checks to survey for violations of the policy.</p>
<p>3.19 Child Abuse Reporting</p> <p>Social</p>	<p>Staff will continue to receive the annual parent/guardian and student notification on the mandated reporter training and legal procedures and be informed of the UCP process for BPSD. All staff are required to take the annual Keenan and Associates training. The office of Human Resources will monitor staff completion of the harassment policy training. Staff will notify the principal once the training is successfully completed and as needed, provide reminders to staff on mandated reporter requirements as posted on our district website and annual notification to parents/guardians and students.</p>
<p>3.20 Existing Resources</p> <p>Physical Social</p>	<p>Continue to monitor and update.</p>

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Step Five - Select and implement strategies for a safe and orderly environment.

Prioritizing the information gathered in Step Four, our team has developed the following goals designed to enhance our efforts at maintaining a safe and orderly environment

Section 5.1 - Component 1 Goal - "People."

The social climate, people and programs.

Ed Code 32281(b)(1) "Relevant to the needs and resources of that particular school."

Increase the number of positive and restorative interventions to improve school climate.

This goal pertains to the school's social climate, considering assets and challenges. Based on our assessment, achieving this goal should assist in improving the overall safety of students, staff, and visitors on our campus.

Section 5.1.1 - Action Plans for "People" Goal

Task	Person	Due Date
Recruit PBIS leader/team	Leticia Rojas	
Create collaboration with school counselor	PBIS team	
Plan PBIS events	PBIS Team/administration	
Order supplies	Jay Beckelheimer	
Award Ceremonies	Jay Beckelheimer	

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Section 5.2 - Component 2 Goal - “Place.”

The physical environment.

Ed Code 32281(b)(1) “Relevant to the needs and resources of that particular school.”

Refine and create a written plan for student supervision and allowed areas for students to be in during non-instructional minutes.

This goal pertains to the physical school grounds, considering assets and challenges. Based on our assessment, achieving this goal should assist in improving the overall safety of students, staff, and visitors on our campus.

Section 5.2.1 Action Plans for “Place” Goal

Task	Person	Due Date
Supervision Plan	Jay Beckelheimer	
Supervision Training	Assistant Principals	

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Step Six – Share & adopt the plan

Section 6.1 - Public Meeting

Ed Code 32288 (2) (b) (1) - Before adopting its comprehensive school safety plan, the schoolsite council or school safety planning committee shall hold a public meeting at the schoolsite in order to allow members of the public the opportunity to express an opinion about the school safety plan.

On the indicated date, we shared our plan at a public meeting. The notice of the meeting as well as a list of required invitees is attached to this plan.	Date February 23, 23
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Section 6.2 - Adoption of School Safety Plan

Ed Code 32286(a) Each school shall adopt its comprehensive school safety plan by March 1, 2000, and shall review and update its plan by March 1, every year thereafter.

On the indicated date our Committee met and voted to adopt our school safety plan. The minutes from this meeting are attached to this plan. The plan was then forwarded to the District Officer for approval.	Date February 14, 2023
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Step Seven – Revise and evaluate

This plan represents a continual safety process. Stakeholders at our school will continue to evaluate the progress and impact of the listed goals while, at the same time, starting the systematic planning process over again at the beginning of the next school year.

Safety is a process!!

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SECTION TWO

This section contains the required and recommended safety policies and procedures found in State law.