

Descriptor Term: SAFETY PROGRAM

Descriptor Code: EBB

Rescinds: EBB

Board Approved: 2/27/2006

Previously Approved: 7/15/2002

It is the intent of the Board of Trustees of the Gulfport School District that *safety* of all students, employees, and visitors on District property or at school-sponsored events be given *highest* priority; therefore, all employees are required to conduct their daily assignments and activities to perpetuate a safe learning environment. Special emphasis will be given to all assignments and activities directly related to the performance of those duties in the presence of students. All employees should report for work alert and fit for duty and avoid involvement with drugs or alcohol usage that could compromise fitness for duty or the ability to act safely in accordance with the District's drug-free workplace policy.

Safety awareness and safety hazard surveillance are the responsibility of **all** employees. The Board directs and authorizes the development and implementation of a District Safety Plan for the purpose of promoting a safe working environment. The plan will include, as a minimum, the following:

1. assignment of a District Steering Committee under the direction of an appointed chairperson (The Steering Committee will meet monthly.);
2. appointment of a District Safety Committee with representatives from each school and department (The Committee will meet at least once a quarter during the school year.);
3. procedures for reporting and investigating employee accidents and injuries;
4. analysis of accident trends by district, sites, and departments;
5. in-service training activities promoting a safe school climate;
6. frequent safety messages to employees; and
7. annual safety inspections of all facilities and annual follow-up report to the Board of Trustees.

Also, the Board authorizes the development and implementation of an Emergency Response Plan for the promotion of the health and safety of students, employees, and visitors to our campuses. There will be a District Emergency Response Plan which will be a minimum guide for use by staff in developing individual campus plans. Health and safety threats will be identified by appropriate personnel and responded to promptly in accordance with the Emergency Response Plan or other appropriate action. The administrative personnel of each school and department is to develop a specific plan for their site, identify staff roles, inform personnel and provide in-service activities

designed to prepare for reaction to emergencies as identified in the site Emergency Response Plan. Individual site Emergency Response Plan will, as a minimum, include the following:

1. a procedure for reacting to each crisis as identified in the Plan;
2. a description of responsibilities for all personnel;
3. a procedure for training those involved in implementing the Plan, including training in basic first aid, CPR and Heimlich procedures (for select staff);
4. a procedure for communicating with parents, the community, and news media;
5. a provision for regular updating of Emergency Response Plan;
6. a delegation of duties to appropriate staff in the absence of administrative personnel;
7. a procedure for delegation of authority to non-school emergency personnel;
8. a secondary location for on-site Communication Center; and
9. a location for housing student body/staff during temporary evacuation of school premises.

Decisions for district-wide emergency situations will be made by the Superintendent. All staff located at non-student sites will serve as an on-call resource and be available to the Superintendent for assignment to student sites. Any school closing or re-opening will be the sole responsibility of the Superintendent or designee. In the absence of the Superintendent, the Assistant Superintendent will make emergency decisions; however, the Board recognizes and accepts that an emergency crisis at a district site may require shared decision-making with emergency response teams or transfer of decision-making authority to the on-scene commander of emergency response teams.

Legal Reference: Mississippi Code 1972, §37-38-3(2)