

TRAVIS UNIFIED SCHOOL DISTRICT



Reaching beyond the boundaries
to build a community of learners.

SCHOOL SAFETY PLAN

Travis Unified School District 2751
De Ronde Drive Fairfield, CA
94533

Golden West Middle School

Principal: Brian Howard

Governing Board Approval Date: February 6, 2024

SECTION 1 – CALIFORNIA EDUCATION CODE SECTION 32281 (B)(1), (B)(2)

The school has partnered with local law enforcement, our school resource officer, and community responders, the Fire Marshall, in order to develop our Standard Response Protocol for threats such as active shooter, air pollution/chemical release, bomb threat, civil disturbance on campus, earthquake, fire, evacuation, severe windstorm/tornado, lockdown, lockout and threat of explosion/gas leaks/aircraft accident.

Our goal is to use a Standard Response Protocol to practice simple responses to emergency situations. Staff members have been trained in emergency response and hold regular drills with students. Precautionary measures are used to secure buildings such as fencing, security cameras and visitor sign in.

The School Safety Plan was written and developed by the [EC Section 32281 (b)(1) and 32281 (b)(2)]:

Name of committee: **School Site Council**

Council/Committee Members [EC Section 32281 (b)(2)]:

| Name | Position | Role |
|-------------------|------------------------------|------------|
| Brian Howard | Principal | Admin |
| Jennifer Greenway | Asst. Principal | Admin |
| Christina Rankin | Classified Staff | Secretary |
| Marcus Tessier | Teacher | Member |
| Dominic Cameron | Teacher | Member |
| Brian Deter | Teacher | Member |
| Candace Johnson | Parent | Chair |
| Stephanie Hugry | Parent | Vice Chair |
| Chloe Johnson | Student | Member |
| Steven Conti | Fire Marshall | Consultant |
| Ryan Moran | Student Resource Office, FPD | Consultant |

SECTION 2 – CALIFORNIA EDUCATION CODE SECTION 32281 (B)(3)

The School Safety Plan was written and developed through consultation with local law enforcement agencies including our School Resource Officer, with the Fairfield Police Department and the Fairfield Fire Marshall.

[EC Section 32281 (b)(3)].

SECTION 3 – CALIFORNIA EDUCATION CODE SECTION 32282 (A)(1)

The comprehensive school safety plan includes, but is not limited to all of the following [EC Section 32282 (a)]:

An assessment of the current status of school crime at the school and at school -related functions, which may be accomplished by reviewing one or more of the following types of information [EC Section 32282 (a)(1)]:

- 2022-2023 Attendance rates/SARB data [Data Quest Chronic Absenteeism](#)
- 2021-2022 Suspension Rates – [Data Quest](#)
- 2021-2022 Expulsion Rate - [Data Quest](#)

Additional school specific data can be located at the following links:

- [California Dashboard](#)
- California Dashboard – [Additional Reports and Data](#)
- [Dataquest](#)
- [2022-2023 LCAP](#)
- [2023–2024 Draft LCAP](#)
- LCAP – [Accountability Model](#)
- [SARC](#)

The school discipline and attendance data below was discussed with the School Site Council that reviews and develops our Safe School Plan on: November 2, 2023. Intervention strategies, our PBIS system, and the Mustang Rewards System programs were reviewed under the next section for school programs that are used to address the suspension and attendance rates noted.

2022-2023 Average Attendance Rate: 92.46%

Discipline Data:

| School of Incident | Ed Code Violation | Ed Code Violation Description | Incidents |
|--------------------|-------------------|---|-----------|
| GW | 48900(a)(1) | Caused, attempted to cause, or threatened to cause physical injury to another person. | 42 |
| GW | 48900(a)(2) | Willfully used force or violence upon the person of another, except in self-defense. | 18 |

| | | | |
|----|----------------|---|---|
| GW | 48900(c) | Unlawful possessed, used, sold or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage or intoxicant of any kind. | 3 |
| GW | 48900(g) | Stolen or attempted to steal school property or private property. | 3 |
| GW | 48900(i) | Committed an obscene act or engaged in habitual profanity or vulgarity. | 2 |
| GW | 48900(m) | Possessed an imitation firearm . As used in this section, "imitation firearm" means a replica of a firearm that is substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. | 2 |
| GW | 48900(n) | Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code. | 2 |
| GW | 48900.2 | Committed sexual harrassment as defined in Section 212.5. | 4 |
| GW | 48900.4 | A pupil enrolled in any of grades 4-12 inclusive, may be suspended from school or recommended for expulsion if the Superintendent or the Principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonable expected effort of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment. | 1 |
| GW | 48915(a)(1)(B) | Possession of any knife or other dangerous object of no reasonable use to the pupil. | 2 |
| GW | 48915(c)(2) | Brandishing a knife at another person. | 1 |

| | | | |
|----|-------------|---|---|
| GW | 48915(c)(4) | Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900. | 1 |
|----|-------------|---|---|

SECTION 4 – CALIFORNIA EDUCATION CODE SECTION 32282 (A)(2)

The comprehensive school safety plan includes, but is not limited to all of the following [EC Section 32282 (a)]: Identify appropriate strategies and programs that provide and maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety [ED Section 32282 (a)(2)]:

Golden West Staff has implemented the following programs and strategies to maintain school safety. Our school staff is committed to the well-being and safety of all our students.

Tactical Response: Golden West Middle School takes criminal incidents seriously. When an incident occurs, restoring order to the school community and ensuring the safety of students and staff is our top priority.

Law enforcement officers are notified in accordance with Education Code 48902 and 49393. We notify our School Resource Officer, a Fairfield Police Officer when incidents occur in school. Administration conducts a thorough investigation of the incidents that occur, including interviewing witnesses and determines corrective action based on board policy, administrative regulations, and education code.

Opioid Overdose: In response to the rising number of opioid related fatalities in the nation, state, and Solano County, Golden West Middle School has staff trained in the identification of opioid exposure and in the administration of an opioid antagonist medication such as Naloxone. In the event, that any person on campus is suffering or is perceived to be suffering from an opioid overdose, school staff will call 911 while trained staff administer naloxone. Naloxone is available at each school site in Travis Unified School District.

School Facilities:

- Our school facilities are maintained by site custodians. Additional repair work is addressed by the district maintenance team through the referral system which is used as needed.
- Every year the site administration and custodial staff participate in walkthroughs to identify areas of need to be addressed by the TUSD maintenance staff and documented in the district facilities plan.
- Site administration and staff participate in the district safety committee in order to keep informed of district safe school plans and to discuss site needs and review support plans and implementation when warranted.
- GW has an alarm system which is used to secure facilities after work hours. Likewise, the school notifier system is maintained and used to detect emergent situations such as smoke, fire or burglary.

- Safety lock blocks have been installed and are used regularly each day and closed during drills. Blinds have been installed to secure the privacy of rooms.
- Keys on site are maintained by the office staff through a check-in and checkout system. Master keys are distributed to key staff as needed for daily use and are used during emergency situations.

Physical Safety

- Our school regularly practices drills such as Fire, Earthquake, Lockdown and Lock Out drills to be ready for emergency situations. Procedures are explained and practiced regularly. Substitutes are informed of school procedures. New staff are trained on procedures during before the school year orientations.
- Emergency procedures are posted in each classroom. Areas of the school are marked on the safe school map along with evacuation routes which are posted in each classroom.
- Each wing is equipped with an emergency radio within a designated area in case communication systems go down. All classrooms have phones and computers that are accessible by teachers in emergency situations.
- Support staff have designated areas of the school they are responsible for securing during emergency procedures. Support staff communicate directly with radios to the Incident Commander (administration) according to procedures in order to identify students have been evacuated or secured safely. Students are accounted for through the same system and the use of colored cards.
- The school intercom is used to communicate directly to classrooms. PE teachers are notified by support staff with radios and direct communication.
- Staff communicate with the office secretarial staff and administration through our phone system and by email when there is a health concern or emergency or ordinary request. Our school Health Tech responds to our students' needs as they arise. District nursing staff support our health techs through trainings.
- District nursing staff trains staff yearly in EpiPen and other emergency procedures such as Anti-Choking procedures.
- During the 2023-2024 school year 3 school monitors, 1 noon duty, 1 instructional assistant and 2 administrators help supervise and keep student body safe during lunch. WEB, Leadership and sports are offered at lunch to help keep students engaged in positive activities.
- The three campus monitors keep the school site safe and secure by monitoring wings, locking doors, escorting students and supervising during non-instructional time. During instructional time monitors facilitate student movement between buildings ensuring they find their way to their destination as needed.
- A new camera security system was installed during the 2023-2024 school year which helps administration and student support staff monitor areas of concern and keep the school secure.

- The office staff and administration always have radios on to monitor site needs and maintain a safe campus.
- All visitors to the campus are required to sign in the office and wear badges through the campus. A sign in and sign out log is used for visitors.
- Parents must sign in and out students. Parent identification is checked by office staff to ensure release is appropriate. Volunteers in the school must use the Cervis volunteer system.
- Parents that want to visit classrooms must complete the parent visitation and observation paperwork in advance of any classroom visit. School administrators or counselors accompany parent observers in the classroom.
- A gang intervention taskforce is available to us through the Vacaville Police Department and the Fairfield Police Department. In recent years our SRO has acted as our liaison to this task force.
- During the 2023-2024 school year our School Resource Officer, SRO, collaborated with local law enforcement from Fairfield Police Department to provide our staff Active Shooter prevention training.
- During the 2023-2024 school year the SRO held a school assembly on Vaping Prevention program for 7th and 8th grade students. During the 2022-2023 school year Anti-Vaping curriculum was added to our Social Emotional Learning Program

Socio-Emotional Safety and Positive Behavior Intervention

- The Golden West PBIS team has implemented Tier I of PBIS (Positive Behavior Interventions and Support) school wide during the 2022-2023 school year with 90% implementation according to the PBIS Tiered Fidelity Inventory, (TFI). During the 2023-2024 school year the team addressed outstanding issues that should increase.
- The implementation of Tier 1 strategies and moved on to addressing Tier 2 needs, which currently is at 61%-Tiered Fidelity or implementation. The program focuses on establishing consistent school-wide expectations of behavior that each reinforce appropriate behavior for our students coupled with a reward system that acknowledges appropriate behaviors, the Mustang Reward System.
- We are currently developing our Tier II PBIS (Positive Behavior Interventions and Support) program with continued implementation during the 2023-2024 school year. The program focuses on providing specific interventions for the population that needs more support than what Tier I interventions offers, which includes identifying strategies and programs that address students with discipline, social emotional, attendance and academic needs.
- Parent and student forms are currently being developed. Some of the Tier 2 programs include: Guidance class during the day, teacher led tutoring before school after school and during the day, After School Tutoring Program, the "Seeing Red," anger management program, the Ripple Effects, Tier 2 Social

Emotional Learning lessons, SARTS, School Attendance Review Team Meetings, SARB, School Attendance Review Board meetings, and an attendance informational outreach program.

- As part of the PBIS system GW staff has implemented a Behavioral Matrix that is used to explain school wide expectations and identify areas where students can be rewarded for demonstrating being Safe Kind, Respectful and Responsible. The Matrix is coupled with the Mustang Rewards System where students receive Mustang Bucks that can be cashed in at the GW student store during events after school.

Golden West Schoolwide Matrix

| THE MUSTANG WAY | BE SAFE | BE KIND | BE RESPECTFUL | BE RESPONSIBLE |
|---|---|--|---|--|
| ALL SETTINGS | <ul style="list-style-type: none"> Use equipment properly Walk in orderly fashion Keep hands and feet to yourself | <ul style="list-style-type: none"> Speak and Act Politely Be Mindful of Others Be Inclusive | <ul style="list-style-type: none"> Respect property – yours and others' Use appropriate voice level Listen to and respect all staff directions | <ul style="list-style-type: none"> Take ownership of your actions Follow the dress code Keep track of your belongings Keep all language school appropriate and polite |
| BUSES and LOADING ZONES (before and after school) | <ul style="list-style-type: none"> Walk bikes on/off campus Stay behind the yellow lines when buses are moving Use Crosswalks | <ul style="list-style-type: none"> Share your seat Use positive language | <ul style="list-style-type: none"> Follow Bus Driver's instructions always Board and exit the bus in an orderly manner | <ul style="list-style-type: none"> Go directly to your bus line and stay in your section Listen for your bus number Walkers go directly home Riders go directly to front of the school |
| COMMON AREAS (QUADS, ALCOVES, SIDEWALKS) | <ul style="list-style-type: none"> Go directly to your destination Keep doorways clear Be aware of your surroundings to avoid mishaps | <ul style="list-style-type: none"> Be patient and friendly Help Each Other Say, "Excuse me" when passing through congested areas and, "Sorry" if you accidentally bump into someone | <ul style="list-style-type: none"> Be polite when passing others and classrooms Keep your voice levels down so others can learn | <ul style="list-style-type: none"> Use the restroom during passing periods Keep common areas clean Keep social interactions brief |
| CLASSROOMS | <ul style="list-style-type: none"> Ask permission to leave assigned areas and sign out Follow directions and safety procedures Keep backpacks on floor and out of walkways Hands and feet to yourself | <ul style="list-style-type: none"> Use polite and respectful language and tone Respect and celebrate differences Be an ally Encourage and help others | <ul style="list-style-type: none"> Be prepared and on time Remove casual head coverings Stay on task Keep workspace clean Maintain a gum-free area Respect all property – yours and others' | <ul style="list-style-type: none"> Owning your actions Complete class assignments on time Actively Participate Cell Phones Off Use technology devices appropriately |
| EATING AREAS | <ul style="list-style-type: none"> Walk to the lunch line Eat only your own food Use chairs and tables appropriately Handle Food Appropriately | <ul style="list-style-type: none"> Invite others to sit with you Make room for others Be friendly | <ul style="list-style-type: none"> Wait your turn in line patiently Use good manners Clean up your area Remove casual head coverings indoors | <ul style="list-style-type: none"> Keep food and drink in eating areas Throw away all trash into appropriate bins |
| BATHROOMS | <ul style="list-style-type: none"> Use sink area appropriately Wash hands Put all trash in trashcans | <ul style="list-style-type: none"> Be mindful of others | <ul style="list-style-type: none"> Respect privacy and dignity of others | <ul style="list-style-type: none"> Go – flush – wash – leave Report bathroom issues to an adult |
| STUDENT ACTIVITIES /ASSEMBLIES | <ul style="list-style-type: none"> Enter/Exit in an orderly manner Honor boundaries of the field and playing areas | <ul style="list-style-type: none"> Promote School Spirit Demonstrate good sportsmanship Be a good Mustang representative | <ul style="list-style-type: none"> Listen and be attentive Clap and cheer appropriately Honor rules and goals of the activity | <ul style="list-style-type: none"> Listen and follow all staff directions Be in charge of your own actions |
| LOCKER ROOMS/ GYM/ FIELDS | <ul style="list-style-type: none"> Keep hands and feet to yourself Sit on benches Open doors carefully | <ul style="list-style-type: none"> Be mindful of others Use kind and appropriate language Practice good sportsmanship | <ul style="list-style-type: none"> Respect everyone's privacy and property This is a food/drink/gum-free area Be a team player- encourage others | <ul style="list-style-type: none"> Keep walkways clear of belongings Use equipment properly Change – lock – leave Use your own locker |
| OFFICE MAIN AND COUNSELING | <ul style="list-style-type: none"> Follow procedures and staff directions Open doors carefully | <ul style="list-style-type: none"> Be patient Greet others | <ul style="list-style-type: none"> Wait quietly Be attentive to information and conversations Use polite language/tone | <ul style="list-style-type: none"> Have a purpose Honor privacy and confidentiality |
| LIBRARY and COMPUTER LABS | <ul style="list-style-type: none"> Place backpacks in cubbies Walk to your seat Push in your chair | <ul style="list-style-type: none"> Share tables Encourage and help each other | <ul style="list-style-type: none"> Speak quietly Ask permission to print This is a food/drink/gum-free area Stay away from surrounding classrooms | <ul style="list-style-type: none"> Care for your books appropriately Use computers for school related purposes Report problems/damage to an adult |

- During the 2022-2023 school year Golden West Middle School Staff added the Social Emotional Learning Program, Ripple Effects. Each core department is teaching 9 lessons for a total of 36 lessons in the year. The PBIS program explicitly outlines students' schoolwide behavioral expectations.

- Posters that emphasize the same expectations were posted in the classroom and key areas around the school during the 2023-2024 school year. Leadership students made videos that explain the same school wide rules that teachers use to teach and reinforce school wide expectations in the classrooms. Each semester the administrative team reviews students' school wide rules and the Mustangs Rewards System.
- The School Discipline policy is outlined clearly in the [school handbook](#) that is given to all students and their parents at the beginning of each year along with the school compact that outlines student, teacher, and parent responsibilities.
- Golden West Middle School staff also has a referral system implemented during prior years as part of PBIS that was updated in the 2023-2024 school year to include referrals to the Mustang Review Team. The team uses a referral process called MRT, Mustang Review Team Referral form. The referral form for staff can be found here:
<https://docs.google.com/forms/d/e/1FAIpQLSeGAPGODEzNb9LuKAPDS1URsVzkHWDNFLyvxJc-LI51YNkNXQ/viewform>
- Staff that have direct discipline issues can make Office Discipline Referrals, ODR, for Major and Minor incidents by using the Major/Minor Staff Incident Referral form:
<https://docs.google.com/forms/d/e/1FAIpQLSd6qXtc9GcNw3wlHML8FyswlWpqDaD1zfsUzNO3FW5lidKm6A/viewform>
- Our Leadership students run our merit store. Students are rewarded mustang money for demonstrating PBIS (Safe, Kind, Responsible, Respectful) behaviors throughout the day. They can spend their mustang money at the merit store, enter a raffle, or gain admittance into a preferred activity.

Parent Engagement

- Parents are also referred to the Parent Programs, such as Care Solace, a referral program for students and parents with social emotional, behavioral and mental health needs.
- During the 2023-2024 school year the parents of our community began the process of restarting the Parent Teacher Student Association. They have filed new Bylaws and are currently working on filing a Charter and 501c3 documentation to restart the organization. An informational meeting was held where many parents expressed interest in the new PTSO. The organization is hoping to be able to start during the second semester of the 2023-2024 school year.
- During the 2023-2023 school year the School Site Council has been integral in reviewing stie plans and advising on direction. They have reviewed the Safe School Plan, Parent / School and Community Compact, Parent/School Community Communication Policy, and the possibility of Grade Level

reorganization.

- Orientations, Back to School Night and Parent Teacher Conferences are held with parents to help engage them in learning more about school programs.
- During the 2nd quarter of the 2023-2024 school year Golden West Middle School collaborated with Vanden High School on implementing an Joint English Language Advisory Committee in order to provide parents of English Language Learners direct support in learning how to navigate the school systems and give input on school programs.
- Elective nights were held at Golden West Middle School in order to allow parents the opportunity to participate in their students' elective signups.
- Parents volunteer regularly in Music Boosters, Field Day, Promotion and other vents held on campus such as Awards Nights and The Day of Awesomeness where students are rewarded for their fund-raising efforts in support of student events.
- Parents participate in Student Study Terms, 504s and Individual Education Plan meetings in support of their student's success.

Counseling, Administration and Support Services

- The Master Social Worker Counseling program is currently working with students at Golden West. Our Master Social Worker has an on-campus office where students have easy access to their services. Our SSW is a key member of the PBIS (Positive Behavior Intervention System) Mustang Review Team. The SSW is key in implementing Tier 2 programs.
- Two of the five elementary schools that feed Golden West are on Travis Air Force Base. We currently have a Military Family Life Counselor to help support our students from military families. Their mission is to support military children by providing brief, individual, family and group counselling. In addition to building supportive relationships with students our MFLC would also be available to support staff and parents with suggestions for addressing behavioral issues.
- The School Counseling department is new at Golden West Middle School. During the 2023-2024 school year they are working on developing goals and lessons to teach during the second semester in the classroom. Counselors are exploring the development of lessons such as College and Career, Study Skills and Mindfulness.
- Counselors and the administrative team lead and participate in regular Student Study Teams, 504s and IEP meetings in collaboration with parents focused on helping students progress academically.
- The administration team also leads SSTs, 504s and facilitates IEP meetings when held. Moreover, the assistant principal leads School Attendance Review Team Meetings and participates in School

Attendance Review Team and School Attendance Review Board meetings when needed to help reduce truancies. The administrative team participates in leading conflict mediation meetings as needed.

- The administrative team and staff prioritize contacting parents frequently in order to support student well-being and achievement as well as resolve issues as they arise.
- The District Family Liaison is utilized by site administration to help contact families that are in need that have become truant. The principal has made house visits as well to help encourage attendance in school.
- During the 2023-2024 school year the administrative team participated in an attendance communication campaign to help reduce overall truancies.
- We have a Mental Health counselor and Staff Psychologist that serve our special education students to ensure their needs are served according to their IEPs. Moreover, our MHC and staff psychologist have shared ideas with the PBIS teams to help suggest strategies for the team to implement that benefit students beyond the special education program.
- The administrative team is trained in the Military interstate Compact that helps students in military families to make transitions between sites within and across state and nation lines when needed.
- Golden West Middle School received Purple School recognition during the 2022-2023 school year indicating the focus on supporting students of military families.
- Golden West employees a full-time health tech that assists with medical coordination and support for student emergencies.
- Two full time student support specialists to assist with student behaviors. They cultivate positive behavior and provide emotional support for students along with our counselors.

Extracurricular Activities

- After-school activities are available throughout the school year. Golden West has athletic teams in flag football, volleyball, cross country, basketball, soccer, and track and field. We have clubs based on student interest and teacher availability. We have bands and Cologuard.
- We have a student council and Leadership and WEB classes, which provide students' safe, supervised activities during lunch and after school.
- WEB, which stands for "Where Everybody Belongs" is a middle school orientation and transition

program that welcomes 7th graders and makes them feel comfortable through the first year of their middle school experience. Built on the belief that students can help students succeed, the program trains mentors from the 8th grade class to be WEB Leaders. As positive role models, WEB Leaders are mentors and student leaders who guide the 7th graders to discover what it takes to be successful during the transition to middle school and help facilitate 7th grade success.

- During the 2023-2024 school Year the leadership team brought a motivational speaker to Golden West to help inspire students to help students develop resilience, grit and overcome adversity while focusing on academic success.

Students with Disabilities

For the purposes of this section, students with special needs are those who cannot safely access and use the standard resources offered in disaster preparedness, relief and recovery, whether their disability is chronic or temporary. For individuals with special needs, physical environments become a great deal more hostile and difficult to deal with during and after an emergency. The ability to get to accessible exits and personal items may be reduced. To comply with statutes involving students with special needs, individuals responsible for evacuation and emergency operation plans, notification protocols, shelter identification, emergency medical care and other emergency response and recovery programs must:

- have sound working knowledge of the accessibility and nondiscrimination requirements applicable under Federal disability rights laws;
- know the special needs demographics of the students attending classes on site;
- involve students with different types of disabilities and staff and teachers in identifying the communication and transportation needs, accommodations, support systems, equipment, services, and supplies that they may need during an emergency;
- consider emergency accommodations for those with temporary disabilities;
- identify existing resources within the school and local community that meet the special needs of these students; develop new community partners and resources, as needed;
- inform parents about the efforts to keep their child safe at school;
- identify medical needs and make an appropriate plan;
- determine transportation needs, special vans and buses for students;
- identify any necessary tools such as evacuation equipment or visual aids;
- include local responders and as appropriate assist in establishing a relationship between first responders

and individual students with disabilities and their educational support staff.

SECTION 5 – CALIFORNIA EDUCATION CODE SECTION 32282

Our school follows procedures for complying with laws related to school safety, including but not limited to the following Board Policies, Administrative Regulations and other documents, which can be viewed in their entirety using the corresponding links [EC Sections 32282 (a)(2)(A) – 32282 (e)]:

- A. Child Abuse Reporting procedures ([BP 5141.4](#) and [AR 5141.4](#)) [EC Section 32282(a)(2)(A)]
- B. Disaster procedures, routine and emergency, crisis response plan including adaptions for pupils with disabilities and the following. [EC Section 32282 (a)(2)(B)]
 - i. Earthquake emergency procedures that include.[EC Section 32282 (a)(2)(B)(i)]
 - I. A school building disaster plan. [EC Section 32282 (a)(2)(B)(i)(I)]
 - II. A drop procedure. [EC Section 32282 (a)(2)(B)(i)(II)] Dates/Times of drop procedure drills held at least once each quarter in elementary; once each semester in secondary schools
 - III. Protective measures to be taken before, during and after an earthquake. [EC Section 32282 (a)(2)(B)(i)(III)]
 - IV. A program to ensure that pupils, and certificated and classified staff are aware of and are trained in the procedures. [EC Section 32282 (a)(2)(B)(i)(IV)]
 - Travis USD Emergency Response Protocol
 - Emergency Response/Disaster Procedures (**Document 1**)
 - District Drill Schedule (**Document 3**)
 - ii. Establish procedures to allow a public agency to use school buildings, grounds, and equipment for mass care and welfare shelters during an emergency. ([BP 1330](#) and [AR 1330](#)) [EC Section 32282 (a)(2)(B)(ii)]
- C. Suspension/Expulsion policies and procedures ([BP 5144.1](#), [AR 5144.1](#) and [AR 5144.2](#)) [EC Section 32282 (a)(2)(C)] 9
- D. [48900 V](#) Other Means of Correction required before suspension.
- E. Procedures to notify teachers of dangerous pupils ([BP 4158/4258/4358](#) and [AR 4158/4258/4358](#)) [EC Section 32282 (a)(2)(D)]
- F. Discrimination and Harassment Policy. Include hate crime reporting procedures and policies([BP 4112.9/4212.9/4312.9](#), [BP 4119.11/4219.11/4319.11](#), [AR 4119.11/4219.11/4319.11](#), [BP 5145.3](#), [AR 5145.3](#) and [BP 5131.2](#)) [EC Section 32282 (a)(2)(E)]
- G. Schoolwide Dress Code, if it exists, including prohibition of gang-related apparel ([BP 5132/5136](#) and [AR 5132/5136](#)) [EC Section 32282 (a)(2)(F)]
- H. Procedures for safe ingress and egress of pupils, parents, and school employees to and from school site ([BP 1250](#) and [AR 1250](#)) [EC Section 32282 (a)(2)(G)]
 - Safe Ingress and Egress Procedures (**Document 2**)
- I. A safe and orderly environment conducive to learning at the school ([BP 5137](#)) [EC Section 32282 (a)(2)(H)]

- J. Rules and procedures on school discipline ([BP 5144, AR 5144](#) and [BP 5131](#)) [EC Section 32282 (a)(2)(l)]
- c) Where practical, consult, cooperate and coordinate with other school site councils or school safety planning committees. [EC Section 32282 (c)]
- d) Evaluate and amend the plan as needed at least once each year, to ensure the plan is properly implemented. Keep an updated file of all non-sensitive safety-related plans and materials readily available for inspection by the public. [EC Section 32282 (d)]
- e) The legislature encourages that policies and procedures aimed at the prevention of bullying be included in the comprehensive school safety plan. See (E) above ([BP 5131.2](#)) [EC Section 32282 (e)]

SECTION 6 – CALIFORNIA EDUCATION CODE SECTION 32286

- Each school shall adopt its comprehensive school safety plan by March 1, 2021, and shall review and update its plan by March 1, every year thereafter. [EC Section 32286 (a)]
- Commencing in July 2000, and every July thereafter, each school shall report on the status of its school safety plan, including a description of its key elements in the annual 2022-2023 [school accountability report card](#) prepared pursuant to Section 33126 and 35256. [EC Section 32286 (b)]

SECTION 7 – CALIFORNIA EDUCATION CODE SECTION 32288

This plan was submitted to the Student Services Department of the Travis Unified School District on December 7, 2023, for approval by the Travis Unified School District Board of Education. [EC Section 32288 (a)] This Safety Plan was communicated to the public at a public meeting held at the school site on October 24, 2023 and amended on November 2, 2023 EC Section 32288 (b)(1)]

TUSD EMERGENCY RESPONSE PROCEDURES

Active Shooter: Sounds of gun fire. Announcements may be made over intercom.

- Try to remain calm, listen to ascertain if active shooter is within your vicinity, and determine whether to Run, Hide, or Fight.
- **Run:** If there is an escape path, attempt to evacuate yourself and students. Leave your personal belongings behind.
- **Hide:** If evacuation is not possible, hide. Lock and/or blockade the door. Close the blinds. Silence your cell phone and direct your students to do the same. Hide behind large objects. Remain very quiet.
- **Fight:** As a last resort, and only if you and your students' lives are in danger, attempt to incapacitate the shooter. Act with physical aggression. Improvise weapons.
- **When law enforcement arrives:**
 - Remain calm and follow instructions.
 - Keep your hands visible at all times.
 - Avoid pointing or yelling.
 - Know that help for the injured is on its way.
 - The school will implement Lockdown Procedures.

Air Pollution/Chemical Release: Announcement will be made over intercom.

- Staff will be notified to discontinue all athletic activity on campus.
- Call parents and dismiss students who are susceptible to respiratory problems.
- Turn off air intake systems.
- Follow shelter-in-place instructions (such as close doors/windows), if applicable.

Bomb Threat: Fire alarm will signal evacuation.

- Follow evacuation procedures.
- Students may return to class only when given the "All Clear" signal.
- **Students or staff may not remove any suspicious objects.**

Civil Disturbance on Campus: Announcement will be made over intercom.

Such an event would most likely occur if a large number of students caused a disturbance and refused efforts of administrators and teaching staff to maintain order. The following will take place:

A civil disturbance situation will be announced.

- Police will be contacted.
- Move disturbance to an isolated area, if possible. The administration will meet with concerned parties.
- Daily instruction will continue. Staff should attempt to persuade all uninvolved students to go to class. Teachers who have students in class will keep them until further notice.
- The school will implement Lockdown Procedures.

Earthquake: Ground will start shaking. For drills: announcement will be made over intercom.

- Implement "Duck, Cover and Hold" (students and staff should take protective positions under desks or tables away from and with backs to windows).
- Fire alarm will sound if students need to be evacuated (see fire procedures).
- Students may return to class only when given the "All Clear" signal.

Evacuation/Fire: Fire alarm will signal. Specific information may be relayed by intercom, if applicable.

- Fire alarm will signal evacuation unless inoperable. A bullhorn or messenger will be used if the alarm is not functioning.
- Teachers will direct students to the evacuation area(s). Teachers will be the last person out of the room and will bring their roll books.
- Students are to line up by class (according to evacuation map) in a straight line during the entire emergency.
- Teachers are to take attendance quickly and return to the front of the line to account for missing students. Implement colored card coding system once attendance is taken.
- **Green** Status Card: Everyone is ok and accounted for.
- **Red** Status Card: Missing or extra student(s). Report missing students to administration.
- **Red Cross on White** Status Card: Medical Attention Needed.
- Students may return to class only when given the "All Clear" signal.
- Students are not to be released unless instructed to do so by the administration.
- Parent staging area should be established and communicated.

Lockdown – Police Activity in the area or Threatening Individual/Violent Intruder:
Announcement "Lockdown" will be made over the intercom.

Procedure when students are outside:

- Teachers should direct students into any available classroom.
- If students scatter and run, teachers are to let them go.

Procedure when all students are in class:

- Teachers should check immediately outside their room to escort any students into their class.
- PE teachers are to direct their students to an indoor location.
- Teacher should lock the door, close and lock all windows, draw blinds, close drapes and turn off lights.
- If safe to do so, monitor e-mail for possible updates or further instructions.

Lockout-(Secure the Perimeter)

Announcement – "Lockout" will be made over the intercom

- Bring Everyone indoors.
- Lock perimeter doors.
- Increase situational awareness.
- Keep all students /staff in the classroom.
- Staff can continue to teach/work in locked classrooms/offices.
- Take attendance as usual in Aeries and ensure there are no students missing.
- If there are missing students (absent or students out of class) from your roster please e-mail those students to the main office.
- Contact the school office if students need to use the restroom. Admin will confirm with police if it is safe to do so prior to authorizing temporary release from class.

Severe Windstorm/Tornado "FLOOD": Announcement will be made over the intercom including words "SEVERE WINDSTORM" or "TORNADO WARNING."

- All students remain in classrooms. If students are outside, they should report to class. If this emergency occurs at lunch, all students will go to open rooms (multiuse room, gymnasium).
- Teachers should shut all blinds and drapes. Do not close windows all the way.
- Students should stay away from windows and should turn their backs to them.
- Refrain from touching any downed electrical wires.
- If "FLOOD" occurs prior to schools opening, "School Messenger" will send out information.

Threat of Explosion/Gas Leaks/Aircraft Accident: Announcement will be made over the intercom.

- A Duck and Cover Command will be issued, or evacuation will be ordered with the fire alarm, depending on the situation.
- In the event of gas leak, teachers will be instructed to close all windows and to wait for further instructions.

Emergency Telephone Numbers

From an outside line **CALL 911**

*Stay calm*Speak clearly*State your emergency*Give name/address*Allow dispatcher to direct conversation*Stay on phone*

Travis Unified School District Main Number.....(707) 437-4604

Emergency: Police/Fire/Sheriff/Medical.....911

TAFB EMERGENCY(707) 424-4911

Cell Phone Emergency # - Fairfield(707) 428-7373

Cell Phone Emergency # - Vacaville(707) 449-5200

Non-emergency Police:

Sheriff/Fire(707) 784-7030

Fairfield Police/Fire Dept.....(707) 428-7300

Vacaville Police/Fire Dept.....(707) 421-7373

TAFB Military Police Desk(707) 424-2800 or (707) 424-2227

Poison Control(800) 876-4766

Gas/Power Failure(800) 743-5000

Red Cross(707) 429-3131

Tune in to Radio Frequencies TV for emergency broadcasts:

KUIC95.3 FM

KCRAChannel 3

It is the teacher's responsibility to ensure these safety procedures are followed. Teachers are required to keep accurate lists of students. Teachers are responsible for the safety of their students. Teachers shall refer to site emergency evacuation plan for design a safe evacuation locations.

August 10, 2016



LOCKOUT



LOCKDOWN



EVACUATE



SHELTER

Safe ingress and egress procedures: Students arrive to and depart from Golden West in a controlled and supervised manner. The majority of the students are bussed to and from school from Vacaville and the Gold Ridge and South Town area of Fairfield with parent paid district bus transportation. A small number of students walk to school from Travis Air Force Base or from the neighborhood west of the school bordered by DeRonde Drive and Peabody Road and Dobe Lane and Markey Lane. Staff members connected via radio are positioned at entry points to observe students entering and exiting campus.

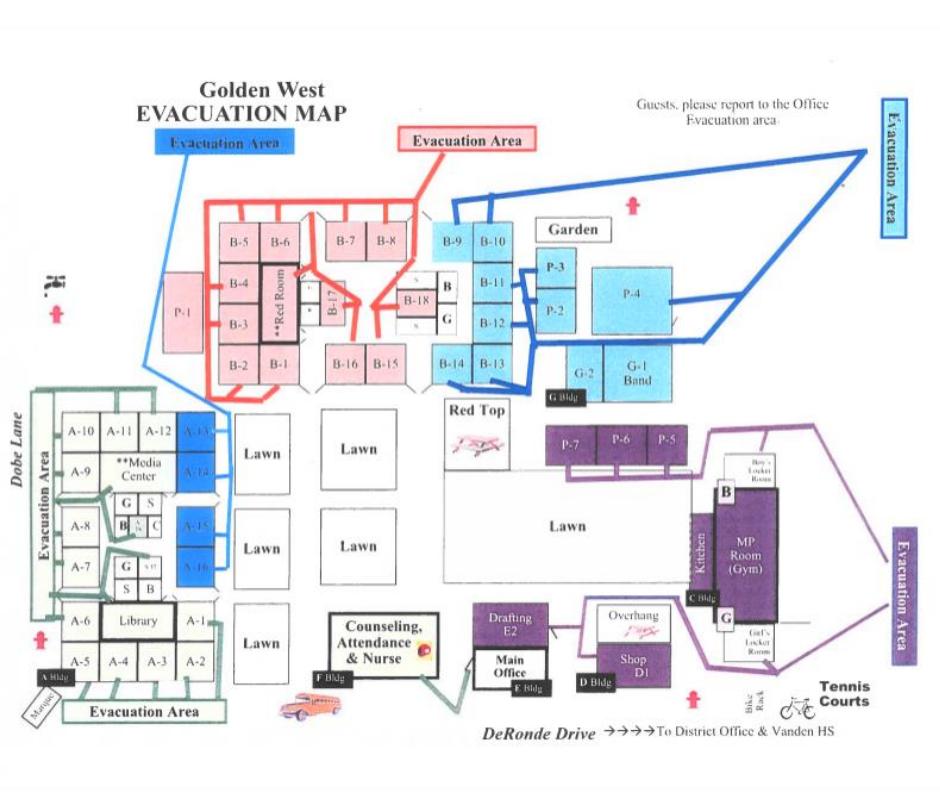
In the event of an emergency the office attendance secretary and health technician take the student binders that have emergency contact information and student schedules with them. In order to reintegrate students with families they would meet in a common location such as the track behind the school and release students by class period. The Attendance secretary has a binder of Students Schedules by Rosters. The Office main secretary will have the contact lists alphabetical and by class and period organized by buildings to be able to release students to their families by class in each wing. Teachers currently have rosters for their classes. In the event the site was unsafe the district would identify another area to release the students from in the event of an emergency following the same process of releasing students by class and period according to the school buildings.

Students are trained at the end of the day to go directly to their waiting buses. Bus drivers instruct and train students to ride the bus with proper bus behavior and have outlined consequences for those that choose not to follow the rules. An after-school activity bus is provided for students living in the outer areas on Monday thru Thursday. Students that walk or ride their bicycles to Travis Air Force Base use the crosswalk in front of the school to cross the street. Students are taught to walk bicycles while on school grounds and while crossing streets and securing bikes in the bike racks. Campus monitors assist pedestrian traffic in safely crossing the parking lot in front of the school. Another monitor helps load students on the buses that stop at the school. Those students that live in the neighborhood west of the campus walk along the sidewalk adjacent to the fenced fields at the side of the school or walk through the field to reach a gate used by students from the four contiguous district schools and Center Elementary School. Drivers who pick up or drop off students are encouraged to do so on the west side of De Ronde Drive or the north side of Dobe Lane. Drivers may also use the island in the parking lot for pick up and drop off. The island separates auto traffic from school bus traffic and students can reach it from the parking lot cross walk.

During school time, students are supervised by campus monitors if moving about the school. Passes are one way campus monitors are signaled that a student is where they are supposed to be. Students are not allowed to leave the school campus during school hours. All visitors to Golden West must sign in and out at the main office and receive a name tag, which must be always worn and visible while on campus. There is a different color for every day. Substitute teachers wear guest teacher badges while working on campus. The School Resource Officer assists in reinforcing vehicular laws relating to speed, proper direction, and use of bus/fire lanes at and around Golden West. Signs are posted at authorized entrances and exits with visitor reporting procedures, vehicles and animals not permitted, tobacco free and drug free zones, and school operating hours. Staff members are in communication with the office and others via walkie-talkies. The staff parking lot and the school grounds are lit for 19

evening use. The buildings are stenciled for emergency and map identification.

Our District works with various agencies to provide for the safe removal and disposal of chemicals and substances from science and elective classes. They also cover the disposal of sharps from the healthcare specialist and medication students leave at school at the end of the school year. The District Grounds and Maintenance posts integrated pest management flyers when they will be spraying chemicals around and about the school area. Our school works closely with the bus drivers in the transportation department to support appropriate behavior and language on the bus rides to and from school. Warnings, citations, and suspension from bus riding privileges are part of the PBIS behavioral expectations put in place.



Drill Schedule:

Fire: 9/18/23, 12/14/23, 2/26/24

Earthquake: 10/19/23

Lockdown: 11/1/23, 1/19/24, 3/13/24, 4/12/24