

## COMPREHENSIVE SCHOOL SAFETY PLAN – EXECUTIVE SUMMARY



<b>SCHOOL</b>	Pioneer Junior High
<b>SCHOOL YEAR</b>	2024-2025
<b>PRINCIPAL</b>	Dr. Chis Kotlewski

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**

For Pioneer Junior High, our safety objective is to provide comprehensive training for students, staff, and administrators to adeptly handle emergencies, including fires, natural disasters, and potential intruder scenarios. This entails consistent execution of practice drills, establishing straightforward evacuation protocols, and ensuring emergency supplies are readily available and accessible.

### **GOAL - 2**

At Pioneer Junior High, our aim is to foster a secure and welcoming atmosphere through the introduction of programs that heighten sensitivity towards bullying, digital security, and other hazards. We are committed to enhancing reporting systems and offering robust counseling and support services for students requiring help.

---

#### **FOR ADMINISTRATIVE USE ONLY**

Procedure for Comprehensive Safe School Plans	See Policy #
Plan adopted on	<b>12/19/23</b>
Plan approved on	<b>5/14/24</b>

## **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 through June
  - Step 7 – Implement the plan by achieving your data driven safety goals.

## COMPREHENSIVE SCHOOL SAFETY PLAN

School Name	Pioneer Junior High
Principal	Dr. Chis Kotlewski
School year Plan is for the upcoming school year	2024-2025

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.

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 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	Lt. Teague	Upland Police Department
Local Fire Department	Assistant Chief Jeff Birchfield	San Bernardino County Fire
American Red Cross contact, (if any)	American Red Cross contact, (if any) 10600 Trader	

Schoolsite Council / Safety Planning Committee Members	
Name	Title
Dr. Chris Kotlewski	Principal
	Certificated
	Classified
	Parent
	Student (If applicable)
Rosemary Soto	Medical Team Leader
Dallas Duncan	S&R Team Leader
	Reunification Team Leader
Armando Diaz	At-Large
Christian Jacso	Upland PD
Joe Marron	At-Large

## COMPREHENSIVE SCHOOL SAFETY PLAN

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

#### **School Mission Statement**

“ We reach, teach and touch the lives of junior high students, preparing them for tomorrow. We expand their intellectual and physical abilities, develop high levels of proficiency in a diverse curriculum, and address the needs of the whole individual.”

#### **About our school, a safe place to learn**

A brief description of our school's existing safety related programs, drills, staff, and partnership etc.

School Profile – -At Pioneer Junior High School, the safety and well-being of our students, staff, and parents are paramount. Our proactive approach to emergency planning is facilitated by the dedicated efforts of the school's safety committee, which collaboratively establishes and communicates procedures and routines. This comprehensive safety plan addresses a spectrum of emergency situations, delineating clear policies, procedures, and assigning specific responsibilities to the safety team.

To ensure preparedness, Pioneer engages in regular emergency drills, including monthly Emergency Drills, Fire Drills, and three Lockdown drills annually. These drills serve as crucial practice sessions to enhance the effectiveness of our response strategies in the face of diverse emergency scenarios.

Our commitment to safety extends beyond drills. Pioneer Junior High School benefits from the presence of a School Resource Officer provided through collaboration with the Upland Unified School District and Upland Police Department. This officer plays a pivotal role in clarifying queries, responding to specific incidents, and maintaining a visible and supportive presence within the school community. Additionally, a Probation Officer is available for addressing chronic discipline and attendance issues, further fortifying our commitment to a secure and disciplined learning environment.

Campus supervision is a collaborative effort, involving teachers and administration on duty 15 minutes before and after school. During lunch, five noon-aides and a dedicated 7-hour proctors ensure a vigilant presence, monitoring safety concerns and supporting staff as needed throughout the day. To facilitate seamless communication, various staff members carry two-way radios, and the school is equipped with a comprehensive school-wide speaker system for announcement

Our closed campus policy during school hours ensures heightened security, requiring all visitors to enter through the front office. All visitors undergo a sign-in process and wear identification badges to signify their authorized presence on campus. Staff members consistently wear school identity badges, contributing to a culture of visual accountability.

Furthermore, Pioneer Junior High School prioritizes continuous learning and preparedness. In collaboration with the Upland Police Department, the district conducted Active Shooter training featuring the Run Hide Fight Protocol. This district-wide initiative involved

# COMPREHENSIVE SCHOOL SAFETY PLAN

## 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	BP / AR
Child Abuse Reporting	BP/AR
Disaster Response Procedures	BP/AR
Suspension & Expulsion Policies	BP/AR
Procedure to notify teachers of dangerous pupils	BP/AR
Anti-Discrimination/Harassment Policy	BP/AR
Anti-Bullying Policy	BP/AR
School Dress Code re “anti-gang” apparel *	BP/AR
Procedure for safe ingress/egress	BP/AR
Rules for school discipline	BP/AR
Lockdown procedure	BP/AR
Tactical response procedure	Plan Handled at District
Other Safety Policies/Procedures	
Haz-Mat with ¼ mile of campus *	BP/AR
Building evacuation plan	BP/AR
Campus evacuation plan	BP/AR
Bomb threat	BP/AR
Visitors on campus	BP/AR
Anti-sex abuse/trafficking procedures *	BP/AR
Guidelines for mental health and law enforcement contacts at school *	BP/AR
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 *.	BP/AR

\* Not required but HIGHLY recommended in law

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 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	Dr. Chris Kotlewski
3.4 Tactical response	Plan Handled at District Level Lock-Down & evacuation procedure are school's responses
3.5 Lockdown procedure	Dr. Chris Kotlewski
3.6 Disaster plan, incident commander	Dr. Chris Kotlewski
3.7 Disaster plan, general	Dallas Duncan
3.8 Disaster plan, medical team	Rosemary Soto
3.9 Disaster plan, search & rescue	Dallas Duncan
3.10 Disaster plan, reunification	Armando Diaz
3.11 Anti-Bullying	Colette Bozek
3.12 Expulsion/Suspension/Discipline	Colette Bozek
3.13 Notify teachers of dangerous pupils	Colette Bozek
3.14 Pesticide & harmful materials plan	Joe Marron
3.15 Visitors on campus	Christina Olson
3.16 Safe ingress/egress	Colette Bozek / Armando Diaz / Joe Marron
3.17 Anti-Harassment procedure	Colette Bozek / Susan Koch
3.18 Dress code, gang related apparel	Colette Bozek
3.19 Child abuse reporting procedures	Colette Bozek
3.20 Existing resources	Colette Bozek



## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.3 – Assessment of Campus Crime

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

<b>Assessment performed by</b>	Date
The listed name must be the person who does the assessment.	
Dr. Chris Kotlewski	1/29/2024

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
243.4(E)(1)	22266016	311.11(A)	23054011
SUSPICIOUSCIRCUMSTAN	22270014	UNFOUNDED APS/C	23059006
273A(B)	<b>22273016</b>	UNFUND PROPERT	23107013
UNFOUNDED APS/CPS	22307007	UNFOUNDED APS/C	23151005
273.6(A)	22341031	SUSPICIOUSCIRCUMS	23156004
SUSPICIOUSCIRCUMSTAN	23016010		

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	<p>What we are doing well: At Pioneer Junior High, we've successfully implemented comprehensive safety measures, resulting in a notable decrease in incidents of a sexual nature, ensuring a safer and more respectful learning environment for all students. Additionally, Kelvin School Climate Data, Dashboard Info, RFAs (Request for Assistance), Other Means of Corrections for Suspensions, Attendance Checks (SART/SARB), RAPTOR</p>
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## 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 <small>The listed name must be the person who does the assessment.</small>	Date
Colette Bozek	1/29/24

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><b>Does your local law enforcement agency have a “tactical response” plan for your school?</b></p> <p>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>	--
<p><b>Does your school have a plan for responding to dangerous criminal events on campus, including events involving firearms?</b></p> <p>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>	--
<p><b>Is your school plan coordinated with the law enforcement plan?</b></p> <p>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>	--

### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	<p>Strengths of Our Safety Program: We conduct monthly drills covering a variety of potential emergencies, including natural disasters, medical emergencies, active shooter scenarios, and bus safety procedures, ensuring preparedness during school hours. We utilize a threat assessment process for any threat made to persons or property. The Threat Assessment team consists of consultation with, at minimum, administration, a school mental health professional, and law enforcement.</p> <p>Areas for Enhancement: We aim to enhance our collaboration with first responders in U Inland and San</p>
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## 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.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	Date
Dr. Chris Kotlewski	1/11/24

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

<b>Does the school have a lockdown procedure?</b> If no, add create procedure as a suggested action plan. If yes, review the procedure and proceed to the next questions.	--
<b>Does the procedure include redundant announcements?</b> 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.	--
<b>Does the procedure include documentation and reviews of the drills?</b> 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.	--

### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

<b>Strengths:</b> 1. Solid Team and Procedures: - Team is competent and dedicated to the safety and security of Pioneer. - Established procedures are clear, well-understood, and meticulously followed by staff and students. - Training and drills conducted regularly to keep everyone prepared and aware of their roles and responsibilities during a lockdown. <b>Areas for Improvement:</b>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 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.

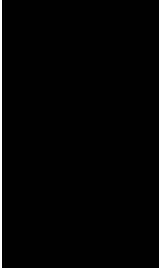
Assessment performed by The listed name must be the person who does the assessment.	Date
Dr. Chris Kotlewski	10/26/23

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.

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

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	Pioneer Junior High has demonstrated commendable preparedness in disaster management by ensuring that essential supplies are readily available to handle emergencies effectively. However, we acknowledge the need for continuous improvement and recognize the importance of formal training in emergency response protocols. To enhance our school's resilience and leadership capabilities during crises, it's imperative that our assistant principal undergo comprehensive training in the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS). This step will fortify
-------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.7 - Disaster Plan – General

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.	
Dallas Duncan	9/1/23

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

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

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	Pioneer Junior High has established a robust framework for disaster preparedness, adhering meticulously to state law requirements to ensure the utmost safety of our students and staff. Our proactive approach includes maintaining a detailed inventory of classroom disaster supplies, and ensuring immediate accessibility to essential items in an emergency. We take pride in our systematic process of annually updating our disaster backpacks, guaranteeing that the contents are current, complete, and in perfect condition. The diligent efforts of our school custodian, Joe Marron, alongside our dedicated safety
--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 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
Rosemary Soto	911/23

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

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

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	In our disaster plan, the medical team at Pioneer Junior High has shown exemplary preparedness and efficiency. The team is well-structured, with clearly written procedures in place, ensuring swift and coordinated responses in emergency situations. We take pride in the fact that all training requirements for our medical personnel have been diligently completed, ensuring a high level of competency and readiness. Our meticulous records include an extensive list of medical team forms and supplies, with every item accounted for, in place, and serviceable, guaranteeing immediate availability when needed. Nonetheless, we recognize the dynamic nature of emergency medical response and the
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 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 The listed name must be the person who does the assessment.	Date
Dallas Duncan	9/1/23

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.

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

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	Pioneer Junior High has excelled in establishing a highly competent search and rescue team, led with exceptional dedication and expertise by Dallas Duncan. Our team operates with precise and well-documented procedures, ensuring a swift and coordinated response in critical situations. Each team member has undergone thorough training, reflecting our commitment to preparedness and efficiency. We maintain a comprehensive inventory of search and rescue forms and supplies, all of which are meticulously organized, readily accessible, and in
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## 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.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>
Armando Diaz	9/1/23

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.

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

### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	At Pioneer Junior High, we prioritize the safety of our school community through a well-established reunification procedure, ensuring swift and organized response during emergencies. Our dedicated reunification team is rigorously trained and equipped with the necessary resources and supplies, all meticulously maintained and ready for immediate use. We've systematically organized essential forms and supplies, ensuring they are always in place and serviceable. This proactive approach underscores our commitment to the well-being of our students and staff, reflecting Pioneer Junior High's dedication to maintaining a secure and supportive
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



# COMPREHENSIVE SCHOOL SAFETY PLAN

## 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
Colette Bozek	12/7/23

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?

<b>Is staff sufficiently trained in recognizing/responding to bullying?</b> If “no,” suggest training as an action plan.	--
<b>Compare the numbers for the previous three years of bullying reports. Compare reports against survey bullying numbers (if any).</b>	2022-2023: 30incidents2023-2024: 15incident
<b>Is there an identified trend in bullying reports?</b> Identify trends and consider action plans designed to promote what is working or where improvements can be made.	Yes, much of the bullying is coming from social media

### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

<p>In addressing bullying, Pioneer Junior High has made significant strides, particularly in ensuring clear communication with our students and families about the reporting process. We've made the reporting of bullying incidents straightforward and accessible, with forms readily available on our school website, encouraging prompt and efficient communication of any concerns. However, we recognize the evolving nature of bullying, particularly its prevalence on social media platforms. To address this, we are committed to enhancing our approach by implementing more comprehensive digital citizenship training. This</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.12 –Procedures for Expulsion, Suspension, and School Discipline

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

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>
Colette Bozek	12/7/23

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

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

#### **What are we doing well? Where can we improve?**

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

In our commitment to maintaining a positive and safe learning environment at Pioneer Junior High, we've made commendable progress in managing expulsions and suspensions, as reflected in our recent records. Notably, the school had zero expulsions in the 2022-2023 academic year and only one expulsion in the 2023-2024 academic year. While suspensions were recorded at 100 for the 2022-2023 year, there has been a notable decrease to 23 suspensions in the current 2023-2024 year. Our success in fostering a nurturing school community can be attributed to

## COMPREHENSIVE SCHOOL SAFETY PLAN

### **Section 3.13 – Procedure to Notify Teachers of Dangerous Students**

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

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>
Colette Bozek	8/28/2023

State law requires teachers of record be notified of students who have been suspended or convicted of any felony and certain misdemeanors. This assessment is to assure you are complying with that law. Review the law here. ([Link to law](#))

<b>Is your school compliant with the law?</b> 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.	
	--

### **What are we doing well? Where can we improve?**

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	Pioneer Junior High diligently adheres to legal mandates regarding the notification of teachers about students who have faced suspensions or have been convicted of felonies and certain misdemeanors. In compliance with this requirement, all teachers of record were thoroughly briefed on pertinent student information the week prior to the commencement of the school year. Furthermore, we ensured that our administrative team was readily available for consultations, offering open office hours for teachers seeking to discuss or clarify details about these students. This approach underscores our commitment to maintaining a secure and informed
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## 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	Date
The listed name must be the person who does the assessment.	
Joe Marron	1/16/24

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.

<p><b>Is there a potential pesticide or harmful material concern within ¼ mile of the school?</b> This information should be provided by the local fire department. Response procedures generally follow evacuation plans or shelter in place plans.</p>	--
<p><b>Does the school have a shelter in place procedure?</b> Shelter-in-place is similar to, but different to a lockdown. <a href="#">You can read about shelter in place here.</a> 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.</p>	--
<p><b>Are staff aware of shelter in place and evacuation plans?</b> This requires a simple survey of staff asking if they are aware of the plan?</p>	--

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	<p>Pioneer Junior High has established robust measures to ensure safety in the unlikely event of a HAZMAT incident. Our proactive approach is evident in the fact that there are no potential or harmful material concerns within a quarter-mile radius of the school, significantly minimizing risk to our students and staff. Furthermore, we have a well-defined shelter-in-place procedure, which has been diligently practiced with our students in September 2023, January 2023, and April 2023, ensuring that our school community is prepared and well-versed in the necessary safety protocols. To continuously enhance our preparedness, we will</p>
--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## 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.

<b>Assessment performed by</b> The listed name must be the person who does the assessment. This can be a group project.	<b>Date</b>
Christina Olson	12/12/23

<p><b>Are there written guidelines for visitors on campus?</b> If no, add “prepare written guidelines for visitors on campus” to action plans.</p>	--
<p><b>Is there sufficient signage guiding visitors?</b> 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>	--
<p><b>Are staff and students (age appropriate) trained how to report unidentified visitors on campus?</b> 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>	--
<p><b>Conduct a survey</b> 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>	X

### **What are we doing well? Where can we improve?**

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	<p>At Pioneer Junior High, our approach to managing campus visitors is both effective and vigilant, ensuring a secure environment for our students and staff. We have established comprehensive written guidelines for visitors, and our staff and students are well-trained in identifying and reporting any unidentified individuals on campus. This proactive stance was validated in a recent assessment conducted on 12/12/23, where a survey confirmed the absence of any unidentified visitors, underscoring the efficacy of our current protocols.</p>
--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## 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.	
Colette Bozek / Armando Diaz / Joe Marr	1/11/24

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.

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

### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	In Pioneer Junior High's safety plan, we prioritize the safe ingress and egress of all individuals on our campus. Our strategies are clearly outlined in our school safety plan, ensuring that all exterior gates and doors remain securely locked during school hours, with daily assessments conducted to uphold this standard. Moreover, we have established protocols to ensure designated gates can be swiftly unlocked to facilitate emergency egress, a procedure that is rigorously practiced during each of our safety drills to ensure efficiency and familiarity.
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.17 Anti-Harassment Procedure

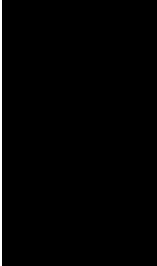
This form to be completed by the school principal or designee.

Assessment performed by The listed name must be the person who does the assessment.	Date
Colette Bozek / Susan Koch	1/12/23

<b>Are all staff members trained as required in policy?</b> A "no" answer requires a suggested action plan that all staff meet training requirements.	--
----------------------------------------------------------------------------------------------------------------------------------------------------------	----

### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	In our dedication to maintaining a respectful and inclusive school environment, Pioneer Junior High has successfully ensured that all staff members have completed the Anti-Harassment training, aligning with the district's initiative to have this essential training concluded by November 1st. Under the diligent oversight of our Office Manager, Susan Koch, the completion of the training was meticulously monitored, with regular check-ins to encourage timely participation. This collective effort has resulted in our entire staff being well versed in
------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.18 – Dress Code – “Gang Related Apparel”

Assessment performed by The listed name must be the person who does the assessment.	Date
Colette Bozek	10/11/23

#### 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.  
Yes, policy does address gang related apparel.

#### 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.

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

In our commitment to upholding a safe and focused educational atmosphere at Pioneer Junior High, a comprehensive survey was conducted on 10/11/23 to assess adherence to our stringent "gang-related apparel" policy. During this meticulous campus walk-through, conducted at a random time, we closely scrutinized for any presence of insignia, colors, paraphernalia, or materials that might indicate gang affiliation, or that could be deemed obscene, sexually explicit, suggestive, or promoting substance abuse.



## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.19 – Child Abuse Reporting Procedure

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

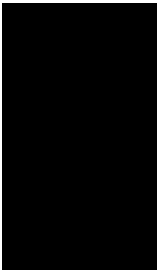
Assessment performed by The listed name must be the person who does the assessment.	Date
Colette Bozek	1/28/24

Review your policy, specific to mandatory training.

<b>Are all staff members current in required training?</b> This information should be available through Human Resources. If “no” add an action plan to have all staff current on this training.	--
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----

#### What are we doing well? Where can we improve?

A brief statement to highlight assets and/or area(s) of desired change regarding this assessment

	Pioneer Junior High stands firm in its commitment to child safety and welfare, ensuring that all staff members are thoroughly trained in Child Abuse reporting procedures. As part of our stringent safety protocols, every staff member has completed the mandatory HR training course, aligning with the deadline set for 11/1/2023. Our Office Manager, Susan Koch, has played a pivotal role in this achievement, diligently monitoring and verifying the completion of the training by all staff. This rigorous approach and unwavering dedication to child safety
------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.20 – Existing Resources

<b>Assessment performed by</b>	<b>Date</b>
The listed name must be the person who does the assessment. This can be a group project.	
Colette Bozek	1/29/24

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 \$ \$3000 (2023-2024)
Parent Group(s)	FUNDING	EST \$
Other funding sources	FUNDING	EST \$
		this school year to order more radi

# COMPREHENSIVE SCHOOL SAFETY PLAN

## Step Four – Assets/Suggested Action Plans

<p><b>3.3</b> <b>Crime</b> <b>On</b> <b>Campus</b></p> <p><b>Physical</b> <b>Social</b></p>	<p>What we are doing well: At Pioneer Junior High, we've successfully implemented comprehensive safety measures, resulting in a notable decrease in incidents of a sexual nature, ensuring a safer and more respectful learning environment for all students. Additionally, Kelvin School Climate Data, Dashboard Info, RFAs (Request for Assistance), Other Means of Corrections for Suspensions, Attendance Checks (SART/SARB), RAPTOR</p> <p>What can we improve?: Partnering with community organizations and law enforcement agencies. protocols/procedures. Invite SROs for more mentorship opportunities to embed them in</p>
<p><b>3.4</b> <b>Tactical</b> <b>Response</b></p> <p><b>Physical</b></p>	<p>Strengths of Our Safety Program: We conduct monthly drills covering a variety of potential emergencies, including natural disasters, medical emergencies, active shooter scenarios, and bus safety procedures, ensuring preparedness during school hours. We utilize a threat assessment process for any threat made to persons or property. The Threat Assessment team consists of consultation with, at minimum, administration, a school mental health professional, and law enforcement.</p> <p>Areas for Enhancement: We aim to enhance our collaboration with first responders in Upland and San Bernardino County, focusing on updating our emergency practices and extending invitations to these agencies to provide presentations to our staff and students.</p>
<p><b>3.5</b> <b>Lockdown</b></p> <p><b>Physical</b></p>	<p>Strengths: 1. Solid Team and Procedures: - Team is competent and dedicated to the safety and security of Pioneer. - Established procedures are clear, well-understood, and meticulously followed by staff and students. - Training and drills conducted regularly to keep everyone prepared and aware of their roles and responsibilities during a lockdown.</p> <p>Areas for Improvement: 1. Redundant Announcements: - Current limitation of relying solely on the PA system for announcements. - There is a need for redundancy in communication to ensure that all individuals, irrespective of their location in the school, receive timely and clear instructions during a lockdown drill.</p>
<p><b>3.6</b> <b>Disaster</b> <b>Incident</b> <b>Commander</b></p> <p><b>Physical</b></p>	<p>Pioneer Junior High has demonstrated commendable preparedness in disaster management by ensuring that essential supplies are readily available to handle emergencies effectively. However, we acknowledge the need for continuous improvement and recognize the importance of formal training in emergency response protocols. To enhance our school's resilience and leadership capabilities during crises, it's imperative that our assistant principal undergo comprehensive training in the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS). This step will fortify our preparedness strategies and ensure a coordinated, efficient response during disasters, further safeguarding our school community.</p>
<p><b>3.7</b> <b>Disaster</b> <b>General</b></p> <p><b>Physical</b></p>	<p>Pioneer Junior High has established a robust framework for disaster preparedness, adhering meticulously to state law requirements to ensure the utmost safety of our students and staff. Our proactive approach includes maintaining a detailed inventory of classroom disaster supplies, and ensuring immediate accessibility to essential items in an emergency. We take pride in our systematic process of annually updating our disaster backpacks, guaranteeing that the contents are current, complete, and in perfect condition. The diligent efforts of our school custodian, Joe Marron, alongside our dedicated safety coordinator, Dallas Duncan, in routinely inspecting the campus for non-structural dangers, significantly bolster our preparedness measures. However, we recognize the necessity for continual improvement and have identified the acquisition of updated documentation for our gas and water meters as a critical next step. This enhancement will not only streamline our utility management during emergencies but also fortify our response capabilities. Moving forward, we will implement a structured plan to secure the latest utility layouts and shutoff procedures, coupled with comprehensive staff training to ensure swift, informed actions in critical situations, thereby reinforcing our commitment to maintaining a secure and prepared learning environment.</p>
<p><b>3.8</b> <b>Disaster</b> <b>Medical</b></p> <p><b>Physical</b></p>	<p>In our disaster plan, the medical team at Pioneer Junior High has shown exemplary preparedness and efficiency. The team is well-structured, with clearly written procedures in place, ensuring swift and coordinated responses in emergency situations. We take pride in the fact that all training requirements for our medical personnel have been diligently completed, ensuring a high level of competency and readiness. Our meticulous records include an extensive list of medical team forms and supplies, with every item accounted for, in place, and serviceable, guaranteeing immediate availability when needed. Nonetheless, we recognize the dynamic nature of emergency medical response and the importance of staying abreast of the latest practices. Additionally, UUSD Board Policy states any person suffering, or reasonably believed to be suffering, from an opioid overdose. (Education Code 49414.3) Superintendent or designee shall train and distribute Narcan kits to District staff and replace them if used or expired.</p> <p>To this end, we are committed to continuously updating and providing our staff with the most current training and information. This ongoing dedication to improvement underscores our commitment to the health and safety of our school community.</p>

## COMPREHENSIVE SCHOOL SAFETY PLAN

<p><b>3.9</b> <b>Disaster</b> <b>S&amp;R</b></p> <p><b>Physical</b></p>	<p>Pioneer Junior High has excelled in establishing a highly competent search and rescue team, led with exceptional dedication and expertise by Dallas Duncan. Our team operates with precise and well-documented procedures, ensuring a swift and coordinated response in critical situations. Each team member has undergone thorough training, reflecting our commitment to preparedness and efficiency. We maintain a comprehensive inventory of search and rescue forms and supplies, all of which are meticulously organized, readily accessible, and in excellent condition. Currently, our staff members receive training at the start of each school year, laying a solid foundation for our emergency response capabilities. Recognizing the ever-evolving nature of search and rescue operations, we could continue to improve by enhancing our readiness by offering additional training dates. This initiative will ensure our team remains at the forefront of best practices, continually refining our skills and knowledge to safeguard our school community effectively.</p>
<p><b>3.10</b> <b>Disaster</b> <b>Reunify</b></p> <p><b>Physical</b></p>	<p>At Pioneer Junior High, we prioritize the safety of our school community through a well-established reunification procedure, ensuring swift and organized response during emergencies. Our dedicated reunification team is rigorously trained and equipped with the necessary resources and supplies, all meticulously maintained and ready for immediate use. We've systematically organized essential forms and supplies, ensuring they are always in place and serviceable. This proactive approach underscores our commitment to the well-being of our students and staff, reflecting Pioneer Junior High's dedication to maintaining a secure and supportive educational environment.</p>
<p><b>3.11</b> <b>Anti</b> <b>Bullying</b></p> <p><b>Social</b></p>	<p>In addressing bullying, Pioneer Junior High has made significant strides, particularly in ensuring clear communication with our students and families about the reporting process. We've made the reporting of bullying incidents straightforward and accessible, with forms readily available on our school website, encouraging prompt and efficient communication of any concerns. However, we recognize the evolving nature of bullying, particularly its prevalence on social media platforms. To address this, we are committed to enhancing our approach by implementing more comprehensive digital citizenship training. This initiative will focus on empowering our students with the knowledge and skills to navigate online spaces safely and respectfully. Additionally, we plan to organize school-wide assemblies aimed at fostering a deeper understanding of digital etiquette and the impacts of online behavior. These steps are aimed at fortifying our community's resilience against bullying and maintaining a safe, supportive environment for all our students.</p>
<p><b>3.12</b> <b>Expulsion</b> <b>Susp</b> <b>Discipline</b></p> <p><b>Social</b></p>	<p>In our commitment to maintaining a positive and safe learning environment at Pioneer Junior High, we've made commendable progress in managing expulsions and suspensions, as reflected in our recent records. Notably, the school had zero expulsions in the 2022-2023 academic year and only one expulsion in the 2023-2024 academic year. While suspensions were recorded at 100 for the 2022-2023 year, there has been a notable decrease to 23 suspensions in the current 2023-2024 year. Our success in fostering a nurturing school community can be attributed to several key initiatives. We've integrated the Character Strong Social and Emotional Learning Curriculum, which has been instrumental in building empathy, understanding, and respect among students. Additionally, a significant number of our staff members have undergone Restorative Practice Training, aligning with our commitment to addressing conflicts constructively and compassionately. We've also introduced two behavior/classroom management training programs for our staff, further equipping them with the skills to create a positive and conducive learning environment. To continue our path of improvement, we recognize the importance of deepening our sense of community within the campus. Strengthening relationships among students, teachers, and staff, and fostering an inclusive and supportive</p>
<p><b>3.13</b> <b>Notify of</b> <b>Dangerous</b> <b>Pupils</b></p> <p><b>Social</b></p>	<p>Pioneer Junior High diligently adheres to legal mandates regarding the notification of teachers about students who have faced suspensions or have been convicted of felonies and certain misdemeanors. In compliance with this requirement, all teachers of record were thoroughly briefed on pertinent student information the week prior to the commencement of the school year. Furthermore, we ensured that our administrative team was readily available for consultations, offering open office hours for teachers seeking to discuss or clarify details about these students. This approach underscores our commitment to maintaining a secure and informed educational environment, fostering transparency, and supporting our staff in their crucial roles.</p>
<p><b>3.14</b> <b>Pesticide</b> <b>Harmful</b> <b>Material</b></p> <p><b>Physical</b></p>	<p>Pioneer Junior High has established robust measures to ensure safety in the unlikely event of a HAZMAT incident. Our proactive approach is evident in the fact that there are no potential or harmful material concerns within a quarter-mile radius of the school, significantly minimizing risk to our students and staff. Furthermore, we have a well-defined shelter-in-place procedure, which has been diligently practiced with our students in September 2023, January 2023, and April 2023, ensuring that our school community is prepared and well-versed in the necessary safety protocols. To continuously enhance our preparedness, we will maintain a regular schedule of drills and informative sessions for students and staff, while ensuring transparent and ongoing communication with all stakeholders about our safety procedures and improvements.</p>

## COMPREHENSIVE SCHOOL SAFETY PLAN

<p><b>3.15</b> Visitors on Campus</p> <p><b>Social</b></p>	<p>At Pioneer Junior High, our approach to managing campus visitors is both effective and vigilant, ensuring a secure environment for our students and staff. We have established comprehensive written guidelines for visitors, and our staff and students are well-trained in identifying and reporting any unidentified individuals on campus. This proactive stance was validated in a recent assessment conducted on 12/12/23, where a survey confirmed the absence of any unidentified visitors, underscoring the efficacy of our current protocols. Despite our success, we are committed to continual improvement. To further enhance campus security, we plan to implement additional signage, including multilingual options, to ensure clear guidance for all visitors. This will direct them to our office for proper check-in procedures, reinforcing our commitment to a safe and welcoming school environment for everyone in the Pioneer community.</p>
<p><b>3.16</b> Safe ingress Egress</p> <p><b>Physical</b></p>	<p>In Pioneer Junior High's safety plan, we prioritize the safe ingress and egress of all individuals on our campus. Our strategies are clearly outlined in our school safety plan, ensuring that all exterior gates and doors remain securely locked during school hours, with daily assessments conducted to uphold this standard. Moreover, we have established protocols to ensure designated gates can be swiftly unlocked to facilitate emergency egress, a procedure that is rigorously practiced during each of our safety drills to ensure efficiency and familiarity among staff and students. Strategies also ensure that there are appropriate adaptations for pupils with disabilities, so that all students have the ability to access disaster safety procedures described in the comprehensive school safety plan.</p> <p>While we are confident in the effectiveness of our current measures, we recognize the importance of continual improvement. One area identified for enhancement is the provision of sufficient and clear signage to guide visitors appropriately. This improvement will ensure that all individuals on campus can navigate safely and efficiently, aligning with our ongoing commitment to providing a secure and well-organized educational environment at Pioneer Junior High.</p>
<p><b>3.17</b> Anti Harassment</p> <p><b>Social</b></p>	<p>In our dedication to maintaining a respectful and inclusive school environment, Pioneer Junior High has successfully ensured that all staff members have completed the Anti-Harassment training, aligning with the district's initiative to have this essential training concluded by November 1st. Under the diligent oversight of our Office Manager, Susan Koch, the completion of the training was meticulously monitored, with regular check-ins to encourage timely participation. This collective effort has resulted in our entire staff being well-versed in anti-harassment procedures, reinforcing our commitment to fostering a safe, supportive, and harassment-free environment for every member of the Pioneer community.</p>
<p><b>3.18</b> Gang Apparel</p> <p><b>Social</b></p>	<p>In our commitment to upholding a safe and focused educational atmosphere at Pioneer Junior High, a comprehensive survey was conducted on 10/11/23 to assess adherence to our stringent "gang-related apparel" policy. During this meticulous campus walk-through, conducted at a random time, we closely scrutinized for any presence of insignia, colors, paraphernalia, or materials that might indicate gang affiliation, or that could be deemed obscene, sexually explicit, suggestive, or promoting substance abuse.</p> <p>I'm pleased to report that the assessment yielded positive results: there was no evidence of attire or materials that could potentially threaten the physical well-being and safety of our students, incite fear of violence, or disrupt the school's orderly operation. This finding reinforces the effectiveness of our policy and the collective responsibility embraced by our students and staff, ensuring Pioneer Junior High remains a secure and conducive environment for education and personal growth.</p>
<p><b>3.19</b> Child Abuse Reporting</p> <p><b>Social</b></p>	<p>Pioneer Junior High stands firm in its commitment to child safety and welfare, ensuring that all staff members are thoroughly trained in Child Abuse reporting procedures. As part of our stringent safety protocols, every staff member has completed the mandatory HR training course, aligning with the deadline set for 11/1/2023. Our Office Manager, Susan Koch, has played a pivotal role in this achievement, diligently monitoring and verifying the completion of the training by all staff. This rigorous approach and unwavering dedication to child safety exemplify our school's commitment to providing a secure and nurturing environment for every student at Pioneer.</p>
<p><b>3.20</b> Existing Resources</p> <p><b>Physical Social</b></p>	<p>Pioneer Junior High's commitment to enhancing school safety is evident in the significant increase in the safety budget, from \$2000 to \$3000, demonstrating a proactive approach to ensuring a secure environment. The judicious use of this additional funding to upgrade our communication capabilities, particularly through the acquisition of new radios, has notably strengthened coordination within our safety team. To build upon these solid foundations, our action plan includes exploring the integration of parent volunteers into our safety strategy. This initiative aims to harness the supportive power of our community by involving parent volunteers in routine checks of the school's exterior, ensuring that gates and doors remain securely shut and locked. This collaborative approach not only maximizes the use of our existing resources but also fosters a shared responsibility for safety, further solidifying the security and well-being of our students and staff at Pioneer Junior High.</p>

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 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."

For Pioneer Junior High, our safety objective is to provide comprehensive training for students, staff, and administrators to adeptly handle emergencies, including fires, natural disasters, and potential intruder scenarios. This entails consistent execution of practice drills, establishing straightforward evacuation protocols, and ensuring emergency supplies are readily available and accessible.

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
Provide students with assemblies to address	Climate and Culture Team	08/01/2024
ABA training for staff to address classroom	Colette Bozek	08/01/2024
Increasing signage for visitors to be aware	Colette Bozek	08/01/2024
Seek out more information on obtaining in	Dr. Chris Kotlewski and Colette Bozek	08/01/2021

## COMPREHENSIVE SCHOOL SAFETY PLAN

### **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."

At Pioneer Junior High, our aim is to foster a secure and welcoming atmosphere through the introduction of programs that heighten sensitivity towards bullying, digital security, and other hazards. We are committed to enhancing reporting systems and offering robust counseling and support services for students requiring help.

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
Apply Visitor Signage to Office	Colette Bozek/ Joe Marron	08/01/2024

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 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.

<b>On the indicated date, we shared our plan at a public meeting.</b> The notice of the meeting as well as a list of required invitees is attached to this plan.	Date
	08/01/2024

#### 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.

<b>On the indicated date our Committee met and voted to adopt our school safety plan.</b> The minutes from this meeting are attached to this plan. The plan was then forwarded to the District Officer for approval.	Date
	12/19/23

### 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!!**



## **SECTION TWO**

### Supporting Documents