

**Hamilton Elementary School  
Safety Plan Signature Page**

The undersigned members of the Hamilton Elementary School Safety Planning Committee certify that the requirements for the SB 187 Safety Plan have been met.



Principal



President, School Site Council



Law Enforcement Representative



Fire Department

## **Annual Safety Goals**

The School Safety Planning Committee shall assess the current status of school crime committed on campus and at school-related functions and of appropriate strategies and programs that will provide or maintain a high level of school safety. (Ed. Code 35924.2) Principals/designees to report annually to site council.

While the School Safety Planning Committee reviews school, district and community crime data trends such as the California Safe School Assessment, other data can bring value to the discussions. Such data may include:

- Mental Health Data
- State, District or Site Surveys (such as the Youth Risk Behavior Survey)
- Disciplinary Data
- Community Police Data

Data may be more valuable if disaggregated by gender, age, zip code, ethnicity, etc. Current trends should be reviewed as well. By the February board meeting of each school year.

Based on data analysis, the School Safety Planning Committee identifies one or two safety-related goals for the next school year as well as the strategies and/or programs that will be used to meet those goals. The objective is to provide meaningful goals in order to improve the campus climate.

The goals are reported, with the Safety Plan, to the Board of Trustees and are shared with the school staff and community.

In order to keep the goals as a safety focus for the school year, it is recommended that at least three brief meetings be held to review data and progress. The progress can be reported to the School Site Council, staff, parent groups and the Board of Trustees.

The year-end assessment should be completed in November of each year and reported upon.

Hamilton Unified School District  
Hamilton Unified School District  
**Safe Schools Committee**  
**Hamilton Elementary School's Safe School Action Plan**

# 1

Goal #1

All students are safe and secure while at school, when traveling, to and from school and when traveling to and from school related activities.

# 2

Goal #2

All students and staff members are provided a safe teaching and learning environment.

Note: Action steps must be reviewed and updated annually. Site Council Approval: 1/17/2023

Updated and reported to school board:

Hamilton Unified School District  
**Hamilton Elementary School's Safe School Action Plan**

Goal 1: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

The School's Physical Environment  
(The physical setting and condition of the school)

Objective 1: Hamilton Elementary School shall have visible law enforcement, staff and parental presence.

Objective 2: Students attending Hamilton Elementary School will have strategies in place to be able to respond when they feel threatened or in need of assistance.

Objective 3: Hamilton Elementary Staff will be continuously trained on safety protocols and procedures.

Note: Action steps must be reviewed and updated annually. Site Council Approval: 1/17/2023  
Updated and reported to school board:

**Hamilton Elementary School’s Safe School Action Plan**

Goal 1: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

Objective 1: Hamilton Elementary School shall have visible law enforcement, staff and parental presence.

<b>Action Step</b>	<b>Resources</b>	<b>Validation Criteria</b>	<b>Parties Responsible</b>	<b>Start Date</b>	<b>End Date</b>
Hamilton Elementary School administration will encourage local law enforcement, staff members, and parents to be visible at all times during which students are in route to and from school especially during drop off and pick up times.	Law Enforcement; CHP; Staff; Parents	Visible presence Back to School Night Slides	Site Administration; Law Enforcement.	At implementation of plan	On-going
Hamilton Elementary School shall conduct one regular safety meetings and include invitations to local law enforcement, fire dept., parents, community agencies and district officials.	School and District Administration;	Minutes of Meetings, Agendas	School and District Administration	“	“
Hamilton Elementary School shall implement board policies and procedures to secure the school site during and after school hours.	Board of Education Board Policies; Law Enforcement, Fire Dept.	Daily Monitoring	Site Administration; Plant Manager; District Maintenance Staff	“	“
Hamilton Elementary School shall work closely with local law enforcement, fire department and district administration in responding to potential community threats to the safety of students, staff and parents.	Law Enforcement; Fire Dept.; District Administration GCOE- Vulnerability Assessment	Evaluation of Individual Situation Responses	Site Administration; Sherriff, Fire Department	“	“
District anonymous “Tip Line” on the website.	School and District Administration;		School and District Administration;	“	“

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Objective 2: Students attending Hamilton Elementary School will have strategies in place to be able to respond when they feel threatened or in need of assistance.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School's administration will provide strategies to all staff members. A portion of the school day will be used to teach these strategies to the students.	Site Administration; Counselors; Staff, Law Enforcement, Fire Dept.	Strategies taught	School Staff	At implementation of plan	On-going
Hamilton Elementary School's staff will place an article in the school's newsletter outlining the steps to respond to a threat. Parents will be asked to discuss the article with their children.	Site Administration; Counselors, Social Services Coordinator Facilitators, Law Enforcement	Newsletter	Site Administration Social Services Coordinator	"	Annual
All students and families at Hamilton Elementary School will have access to an adult staff member who they can talk to and share any potential problems or situations that could escalate into a genuine conflict.	Faculty; Staff; Site Administration; Counselors; Social Services Coordinator	Regular communication at staff mtgs. Documented in Aeries- Intervention	Site Employees	"	On-going
Hamilton Elementary School staff will work with students and will engage assistance from other school administrations, and/or local law enforcement agencies for conflict involving non-district schools.	Other schools' administration; Sheriff's Dept., Law Enforcement	Record of loitering incidents	Site Administration; Sheriff's Dept. Law Enforcement	"	"
The Healthy Kids Survey will be distributed to Hamilton Elementary School students to solicit their opinions in regards to what is needed to make the school safer and more conducive of learning.	CHKS survey instrument	Distribution and results of survey	Administration; Site Staff	"	Bi-Annual

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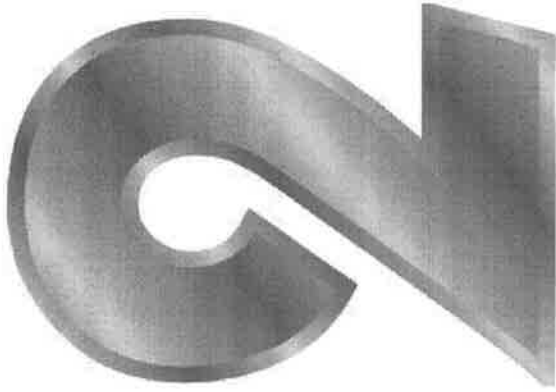
Objective 3: Hamilton Elementary Staff will be continuously trained on safety protocols and procedures.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School's administration will provide strategies to obtain "muscle memory" on safety procedures at staff meetings.	Site Administration; Counselors; Staff, Law Enforcement, Fire Dept.	Agendas/Strategies Taught	School Staff	At implementation of plan	On-going
Hamilton Elementary School Staff will practice "What If?" Scenarios at Staff Meetings.	Site Administration; Counselors; Staff, Law Enforcement, Fire Dept.	Agendas/Strategies Taught	School Staff	At implementation of plan	On-Going
Hamilton Elementary School will periodically complete the Safe School Self-Assessment in order to practice safety protocols and procedures.	School Administration; Safe School Self-Assessment Form	Safe School Self-Assessment Form	Administration; School Staff	"	"
Hamilton Elementary School will notify community and staff when student or school safety is a concern in accordance with HIPPA, and other privacy rules and regulations in coordination with Law Enforcement.		Written communications	Superintendent; Law Enforcement; Fire Dept.	"	"
Emergency toilets are available for every classroom in the event of a lockdown.					

**Hamilton Elementary School's Safe School Action Plan**

Goal 2: All students and staff members are provided a safe teaching and learning environment.

The School's Physical Environment  
(The physical setting and condition of the school)



Objective 1: Hamilton Elementary School has effective strategies to intervene at the earliest possible point when students exhibit at-risk behavior.

Objective 2: Hamilton Elementary School sets a standard for adults and students to interact with each other in a caring, supportive manner.

Note: Action steps must be reviewed and updated annually. Site Council Approval 1/17/2023

Hamilton Elementary School's Safe School Action Plan



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Goal 2: All students and staff members are provided a safe teaching and learning environment.

Objective 1: Hamilton Elementary School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School shall provide to parents/guardians information of agencies that can provide counseling services.	Social Services Coordinator	Completed Directory	Counselors; Administrations; Social Services Coordinator	At implementation of plan	On-going
Hamilton Elementary School shall provide to staff identified effective research-based strategies that address at-risk behavior in grades K-8.	PBIS, Capturing Kids Hearts (23-24)	Completed Material; Documentation	Site Administration; Counselors, Social Services Coordinator	“	“
Hamilton Elementary School shall encourage staff to attend workshops/conferences on identifying academic risk factors and applying effective strategies in dealing with at-risk behavior in schools.	PBIS, Capturing Kids Hearts (23-24) GCOE	Staff attending workshops	Site Administration; Staff	“	“
Hamilton Elementary School’s staff shall work with parents in identifying at-risks behaviors and developing strategies to address these behaviors.	GCOE- Parent Workshops, Social Services Coordinator- Parent Workshops	Number of parent conferences	Site Administration; Staff; Social Services Coordinator	“	“
Hamilton Elementary School shall hold regularly scheduled “Student Study Team (SST) Meetings.” Students with at-risk behaviors shall be placed on the agenda. The team may include a psychologist, administrator, teacher(s), and a counselor. (A member of the Special Education Department, the student, and parent will be encouraged to attend.)		SST Agendas and minutes	Site Administration; Counselors; School Psychologist Social Services Coordinator	“	“

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Objective 1: Hamilton Elementary School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior. (cont.)

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School shall identify students who display gang association, gang membership or are involved in any gang activity and facilitate adequate action to resolve gang issues.	Law Enforcement; Probation, Administration, Counselors	Individual Identifications	Site Administration; Law Enforcement	At implementation of plan	On-going
Hamilton Elementary School's staff shall contact the counselor or the school psychologist when it is reported to a staff member that a student has discussed the possibility of suicide.	Counselor Dept.; School Psychologist; Mental Health Dept., GCOE, Social Services Coordinator	Individual Referrals	Staff, Administration	"	"
Hamilton Elementary School will utilize the county SMART team to respond to students who exhibit at-risk behavior.	Counselors; Glenn County Mental Health; GCOE; Social Services Coordinator	Individual Referrals	Staff, Administration	"	"

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Objective 2: Hamilton Elementary School sets a standard for adults and students to interact with each other in a caring, supportive manner.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School shall develop strategies to encourage parents/guardians to be proactively involved in the education of their children.	District sponsored parenting classes; Parent Newsletter Website; Site Council Meetings APTT	Strategies implemented	Site Administration; Faculty; Counselor; Site Council; Social Services Coordinator	At implementation of plan	On-going
Hamilton Elementary School shall encourage parents to volunteer for school-related activities.	Parent Volunteer List; PTO	Extent of Parent Involvement and Volunteers	Site Administration and Staff; Site council	“	“
Hamilton Elementary School shall encourage all parents to participate on its School Site Council, and other committees (ELAC/DELAC).	Superintendent, School Site Council; Site Administration;	Amount of Parent Participation	District/Site Administration;	“	“
Hamilton Elementary School teachers and counselors shall notify parents/guardians when a student begins to exhibit academic or social problems.	Staff, Counselors, and Administration SST Process	Faculty Logs; AERIES documentation	Faculty; Counselors; Administrators	“	“
Hamilton Elementary School shall provide to students, staff, and parents skills to solve problems and resolve conflicts.	GCOE, Crisis phone line, counselors; Social Services Coordinator Existing	Documentation of participation in available services	Site Administration and Counselors	“	“
Hamilton Elementary School's staff shall promptly return phone calls to parents, students and community leaders.	Communication system	Records of registered complaints	Faculty; Staff; Counselors; Site Administrators	“	“
Hamilton Elementary School shall hold annual events that bring students, parents and staff members together in a positive environment.	Parent Nights; Assemblies; parent-teacher conference	Back-to School; Open House; Assemblies	Site Administration; Site Council	“	Annual Review