COMPREHENSIVE SCHOOL SAFETY PLAN – EXECUTIVE SUMMARY

SCHOOL	Upland High School
SCHOOL YEAR	2025 - 2026
PRINCIPAL	Dr. Martin Gomez

In compliance with State law and Board policy, stakeholders 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

- Implementation of a student identification system and reporting of safety concerns using various media and trainings
    - Training during U- Time
    - Informational Fliers
    - Student Tip Line

GOAL - 2

- Increase and update signage on campus to heighten awareness of safety protocols.
    - Signs will include reporting suspicious/dangerous behavior (Tip Line)
        - Evacuation maps
    - Each Building entry and exit. Central locations on campus and classrooms.
    - Quick safety guide for visitors will be created by the sub coordinator and informational services

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Procedure for Comprehensive Safe School Plans	See Policy #BP 0450
Plan adopted on	February 27, 2025
Plan approved on	TBD

SECTION ONE

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

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 to 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 a 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.

School Name	Upland High School
Principal	Dr. Martin Gomez
School year Plan is for the upcoming school year	2025 - 2026

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.

Step 1 – Identify the committee

Ed Codes 32280 & 32281 “In cooperation with local law enforcement, fire department, and other first responder agencies.” “The school site 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	Officer Andrade	Upland Police Department
Local Fire Department	David Davis	San Bernardino County Fire
American Red Cross contact, (if any)		

School Site Council / Safety Planning Committee Members

Name	Title
Dr. Martin Gomez	Principal
Bo Whieldon, Dean Scheetz, Wendy Marquez, Laura McMullen	Certificated
Kelly Johnson, Diane Torrez Ishida, Martha Neale, Nathan McHenry, Cristina Sanchez	Classified
Claudia Castellanos	Parent
	Student (If applicable)
Diana Lee, Erin Del Monte	Medical Team Leader
Bo Whieldon, Nate McHenry	S&R Team Leader
Isaac Gonzalez	Reunification Team Leader

Step Two – Our school's vision of a safe place to learn School

Mission Statement

Upland High School prepares and inspires all students academically and socially to be responsible and productive members of a changing global society.

About our school, a safe place to learn

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

Upland High School has a safety committee that meets monthly to review and plan all safety related drills to ensure staff, students, and visitors on campus are aware of safety protocols. The committee works closely with the Upland Police Department to revise and implement safety procedures.

1. Earthquake drill, shelter in place, lockdown drill, evacuation drill, active shooter training.
2. Programs: PBIS, VAPE educate, HERO/5 Star app, Sign of Suicide (SOS), Parent Square.
3. Student staff training, digital citizenship training, vape detectors in restrooms, metal detector wands, cameras throughout campus, breathalyzers, additional safety staff through outside vendors for large events, two school resource officers, a probation officer, as well as interquest.

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	BP / AR
Other Safety Policies/Procedures	
Haz-Mat with ¼ mile of campus *	BP / AR
Building evacuation plan: North Side of Campus / South Side of Campus	
Campus evacuation plan	
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

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	Isaac Gonzalez
3.4 Tactical response	Plan Handled at District Level Lock-Down & evacuation procedure are school's responses
3.5 Lockdown	Martha Neale
3.6 Disaster plan, incident commander	Kelly Johnson
3.7 Disaster plan, general	Per Incident Section
3.8 Disaster plan, medical team	Diana Lee
3.9 Disaster plan, search & rescue	Nathan McHenry, Bo Wieldon
3.10 Disaster plan, reunification	Diane Torrez Ishida
3.11 Anti-Bullying	Laura McMullen, Brian Chavez, Isaac Gonzalez
3.12 Expulsion/Suspension/Discipline	Laura McMullen, Brian Chavez, Isaac Gonzalez
3.13 Notify teachers of dangerous pupils	Laura McMullen, Brian Chavez, Isaac Gonzalez
3.14 Pesticide & harmful materials plan	Martha Neale
3.15 Visitors on campus	Cynthia Zubiate
3.16 Safe ingress/egress	Alma Afu
3.17 Anti-Harassment procedure	Laura McMullen, Brian Chavez, Isaac Gonzalez
3.18 Dress code, gang related apparel	Laura McMullen, Brian Chavez, Isaac Gonzalez
3.19 Child abuse reporting procedures	Mandated Reporters
3.20 Existing resources	Jillian Salber

3.3 – Assessment of Campus Crime

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

Assessment performed by The listed name must be the person who does the assessment.	Date
Isaac Gonzalez	1/13/2025

The purpose of this assessment is 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.

[redacted]	[redacted]	[redacted]	[redacted]
Citizen Contact	68		
Medical Assist	23		
CPS Referral	19		
415 Juvenile	8		
Child Abuse Report	1		
911 Safety Check	44		

What are we doing well? Where can we improve? *** Kelvin Survey Results**
A brief statement to highlight assets and/or area(s) of desired change regarding this assessment.

[redacted]	What we are doing well: Kelvin School Climate Survey data indicates that 67% of students reported that they felt safe was a place in which they felt safe. What can we improve?: Continue to collaborate closely with law enforcement and conduct data reviews more frequently to assess trends and needs.

3.4 – Tactical Response Plan

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

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

Assessment performed by The listed name must be the person who does the assessment.	**Date**
District Level	1/13/2025

The purpose of this assessment is 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.

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

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

What are we doing well?**In accordance with AB1858 (Upland High School) does not hold armed assailant drills.**

The tactical response plan for schools employing the run/hide/fight protocol prioritizes swift action and decisive decision-making in the face of an active threat. In the event of an emergency, individuals are instructed to assess their surroundings and, if safe to do so, evacuate the premises (run). If evacuation is not possible, individuals should seek refuge in a secure location, locking doors and barricading entry points (hide). As a last resort, if confronted directly by the threat and unable to escape or hide, individuals are empowered to defend themselves using any available means (fight). Our school coordinates with Upland PD to provide training in the tactical response plan once a year. Teachers deliver this information to students in an age-appropriate manner. In addition, school resource officers deliver an in-person training to all students at the secondary level once per year.

All schools utilize a threat assessment process for any threat made to persons or property. The threat assessment team consists of consultation with, at minimum, the administration, a school mental health professional, and law enforcement. Administration, Deans, counselors, SRO, and Student Support services.

Where can we improve? Working with the assessment team to improve the process.

3.5 – Lockdown Plan

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

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

Assessment performed by The listed name must be the person who does the assessment.	Date
Martha McNeale	1/14/2025

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

Does the school have a lockdown procedure? If not, add a create procedure as a suggested action plan. If yes, review the procedure and proceed to the next questions.	Yes
Does the procedure include redundant announcements? Redundant announcements refer to multiple ways of signaling a lockdown, such as bells, PA systems, flashing lights and any other means of campus mass communications. If the answer is no, suggest adding redundant announcements as an action plan.	Yes
Does the procedure include documentation and reviews of the drills? Dates/times of drills must be documented. A drill review would include information from staff visitors, and when age-appropriate, from students and include information related on how effective the drill was. If the answer is no, suggest adding an after-drill review.	Yes

What are we doing well? Where can we improve? ***Upland High School Emergency Plan for 2024-2025**, **Lockdown procedure**

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

What are we doing well?

Solid procedures are in place for emergency preparedness, as well as roles and responsibilities as assigned.

Where can we improve? Ignore bells and listen to announcements

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
Kelly Johnson	12/13/2024

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

Do the IC & alternate IC have NIMS/SEMS training**?** This includes ICS 100 & NIMS 700. You can check training requirements here. If not, add training as a suggested action plan.	Yes
Is there a list of IC forms & supplies? If no, add creating a list as a suggested action plan.	Yes
Are all required forms & supplies in place and serviceable? If no, add updating forms & supplies to suggested action plans.	Yes

What are we doing well? Where can we improve?

*** Upland High School Emergency Disaster Plan**

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

emergency supplies

What are we doing well?

We have confirmed that all classrooms have necessary emergency buckets with supplies. We also have a shipping container with emergency supplies.

Where can we improve?

We will continue to keep current inventory of all supplies and replenish if needed.

3.7 - Disaster Plan – General

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

Assessment performed by The listed name must be the person who does the assessment.	Date
Kelly Johnson	12/13/2024

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

Is there an earthquake procedure in compliance with state law? (See Ed Code 32282 B(j)-(IV)(ii)) If no, add create procedures as a suggested action plan.	--Yes
Is there a map of the school showing the location of gas and water meters? If no, add create maps as a suggested action plan. If yes, when was it last updated? 1/14/2026	--Yes
Is there a list of classroom disaster supplies? If not, add "create a list of classroom disaster supplies" as a suggested action plan. If yes, answer the next questions.	--Yes
Are classroom supplies in place and serviceable? If no, add updating supplies as a suggested action plan.	--Yes
Is there a procedure to routinely check for non-structural dangers? Non-structural dangers include, but are not limited to, heavy objects in high places, untethered bookcases/shelving, and other situations presenting otherwise avoidable injuries.	--Yes

What are we doing well? Where can we improve?

*** Upland High School Emergency Disaster Plan** Instructional Continuity Plan (link)

Our assessment highlights the strength of our current safety protocols and staff training while identifying opportunities for growth in staff involvement during disaster scenarios. To enhance preparedness, we seek to create a structured practice drill that allows staff to actively learn and understand their assigned roles. By incorporating staff input and hands-on experience, we can ensure a more effective and coordinated response in emergencies, fostering a safer environment for our entire school community.

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**
Diana Lee	1/14/2026

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

Is there a written procedure for the campus medical team? If no, add "prepare written medical team procedure as suggested action plan. If yes, go to the next question.	--Yes
Are there training requirements in the procedure? If not, add training requirements to the suggested action plans. If yes, go to the next question	--Yes
Are medical team members trained in the procedure? If no, add training to suggested action plans.	--Yes
Is there a list of medical team forms and supplies? If not, add create a list of medical team forms and supplies as a suggested action plan. If yes, go to the next question.	--Yes
Are all forms and supplies in place and serviceable? If no, add obtaining required forms and supplies as a suggested action plan.	--Yes

What are we doing well? Where can we improve? * Upland High School Emergency Disaster Plan

Our assessment highlights the strengths of our current disaster preparedness, including clear procedures, well-equipped emergency supplies, and annual safety training. To enhance our response efforts, we aim to actively involve staff in learning their roles during a disaster, ensuring they feel confident in taking action. By gathering input from staff, regularly reviewing emergency supplies, and utilizing the safety team to assess strengths and areas for growth, we can create a more effective and responsive disaster plan that prioritizes the safety of our entire school community. 2 Assistant Principals, Nurse, Health Technicians have been trained at the District Office to use Naloxone.

Required Emergency Supplies

What are we doing well?

- A comprehensive school safety plan, and the school safety plan of a charter school, for a school serving pupils in any of grades 7 to 12, inclusive, to include the development of a protocol in the event a pupil is suffering or is reasonably believed to be suffering from an opioid overdose."
- UUSD Board Policy states any trained District staff member shall make naloxone hydrochloride or another opioid antagonist available for emergency medical aid to 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.
- The following individuals are trained:
- For the district: Campus safety, health techs, administrators as of 2024/2025.
    - Indicate specific staff for your site: Diana Lee, Ana Martin, Isaac Gonzalez, Erin Del Monte, and Christina Sanchez.
    - Naloxone is present on campus in the health office. Quantity 4
- Where can we improve?
    - Create a more efficient way for staff to communicate with the medical team. Work on a infographic to make communication easier.

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**
Bo Whieldon, Nate McHenry	1/14/2026

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

Are there written procedures for the S&R unit? If no, add, "Create Search & Rescue procedures" as a suggested action plan. If yes, answer the next question.	--Yes
Are there training recommendations? If no, add creating training recommendations to the suggested action plans. If yes, answer the next question.	--Yes
Are S&R team members trained? If no, add obtain training to the suggested action plans.	--Yes
Is there a list of S&R forms & supplies? If no, add creating a list to the suggested action plans. If yes, answer the next questions.	--Yes
Are forms and supplies in place and serviceable? If not, add search & rescue supplies to the suggested action plans.	--Yes

What are we doing well? Where can we improve? * Upland High School Emergency Disaster Plan

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

Emergency supplies

What are we doing well?

Safety committee has delegated a new team for search and rescue as well as a new procedure that will create fare better efficiency.

Where can we improve?
We need to establish a practice protocol to provided training.

3.10 – Disaster Plan – Reunification Team

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

Assessment performed by The listed name must be the person who does the assessment.	**Date**
Attendance Office	1/14/2026

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

Is there a procedure for reunification? If not, add, "Create reunification procedures" as a suggested action plan. If yes, answer the next question.	Yes
Is there a list of reunification forms & supplies? If no, add creating a list to the suggested action plans. If yes, answer the next question.	Yes
Are all forms & supplies in place and serviceable? emergency sign outIf not, add reunification supplies to the suggested action plans.	Yes

What are we doing well? Where can we improve? * Upland High School Emergency Disaster Plan, emergency sign out

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

What are we doing well?

Our attendance department has a hardcopy of all student schedules as well as emergency contact information for release

Where can we improve?

A communication plan in th event of no power such as battery operated walkie talkies. This will help in communicating with statf, locating the student and moving forward with releasing the student.

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**
Brian Chavez, Laura McMullen, and Isaac Gonzalez	12/6/2024

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

Is staff sufficiently trained in recognizing/responding to bullying? If "no," suggest training as an action plan.	yes
Compare the numbers for the previous three years of bullying reports. Data from 2022 (7), 2023 (11), 2024 (13), 2025 (3). Data obtained through UHS Bully/Harassment complaint form. **Themes Identified:** 1. **Verbal Bullying** (most frequently reported) – Includes name-calling, racial remarks, and belittling across multiple communication forms (in-person, phone, text, email). 2. **Cyberbullying** (widely occurring) – Harassment, threats, or targeting through digital platforms (text, social media, videos, email). 3. **Physical Bullying** – Hitting, kicking, shoving, and destruction of property are consistently noted. 4. **Emotional/Psychological Bullying** – Rejection, exclusion, ignoring, and isolation as intentional means of distress. 5. **Extortion** – Less frequent but still present, involving demands for money or personal items through verbal or physical bullying. **Strengths (2022-2025):** • Increased **awareness and documentation** of bullying types, leading to better identification of patterns. • Expansion of **anti-bullying training** for staff and students through PBIS and Connect U. • Improved **disciplinary interventions** with Tier II restorative practices to address behaviors constructively. • Growth in **digital safety education** (Ripple) to help students recognize and report cyberbullying. **Areas for Growth (2022-2025):**	

• Strengthen **staff training** on identifying and addressing emotional/psychological bullying. • Enhance **student engagement** in reporting mechanisms, ensuring all students receive the same anti-bullying education. • Expand **restorative practices** for students involved in bullying incidents. • Implement **preventative strategies** that address physical aggression and extortion. • Increase **collaboration with families** to promote awareness and accountability in preventing bullying behaviors. **Compare reports against survey bullying numbers (if any).**	
Is there an identified trend in bullying reports? Identify trends and consider action plans designed to promote what is working or where improvements can be made.	

What are we doing well? Where can we improve? *Upland High School Climate and Culture Handbook

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

What are we doing well? Staff Bullying training provided through

Alludo (Connect U). PBIS staff inservice. An assembly for students to

review expectations of student conduct.

Where can we improve?

Ensure ALL students receive the same information and conduct survey.

3.12 –Procedures for Expulsion, Suspension, and School Discipline

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

Assessment performed by The listed name must be the person who does the assessment.	**Date**
Brian Chavez, Laura McMullen, and Isaac Gonzalez	12/6/2024

Review the numbers/reasons for the previous two years of expulsions. *21/22 07 22/23 04*
Review the numbers/reasons for the previous two years of suspensions. *21/22 215 22/23 121*
Review the numbers/reasons for the previous two years of disciplinary office referrals. *21/22 no record 22/23 121*
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? Upland High School ALC Program

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

What are we doing well? Upland HS currently has Alternative Learning Center in place to support minor behaviors. This has led to a decrease in suspensions.

Where can we improve? Student Services is currently developing a plan to introduce Tier II restorative practices to support students.

Section 3.13 – Procedure to Notify Teachers of Dangerous Students

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

Assessment performed by The listed name must be the person who does the assessment.	**Date**
Brian Chavez, Laura McMullen, and Isaac Gonzalez	12/6/2024

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)

Is your school compliant with the law? If these notifications are not happening it is likely that the "fix" needs to come from a level above the school. If you are not making these notifications you should be specific that the District office has been made aware of the matter.	Yes

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

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

In compliance with **Education Code 49079**, all principals must ensure that teachers are informed at the beginning of each year regarding students with previous violations. The **"Previous Violation of Education Code Notification"** must be provided to all teachers.

Students with a violation are identified by **"SSA" in RED** on the roster, which is automatically populated when a date is entered in the **Assertive Discipline SSA field**. Administrators must ensure this date is updated when entering a new violation.

Teachers may schedule an appointment to review student suspension details. All information received under **E.C. 49079 is confidential** and cannot be shared further.

If an administrator identifies a suspension within the past three years in a new student's cumulative folder, they must enter the date into the SSA field.

Timelines: Notification must occur at the beginning of each year.

What are we doing well?

Standard Operating Procedure for notifying staff using Aeries (asterisks on roster). Teachers account will display Student Safety Action (SSA).

What can we improve?

Develop an SOP to inform teachers.

Section 3.14 – Procedures for Pesticide or Other Harmful Material Spill

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

Assessment performed by The listed name must be the person who does the assessment.	Date
Martha Neale	1/14/2025

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

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

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

What are we doing well?

We have solid Shelter and Place procedures for our site. In addition to this staff are well aware of their duties during this time.

Where can we improve?

We can improve by continuing to administer drills on a regular basis, keep the staff directory updated to ensure duties are assigned to a current staff member.

Section 3.15 – Procedures for Visitors on Campus

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

Assessment performed by The listed name must be the person who does the assessment. This can be a group project.	**Date**
Front Desk Receptionist	12/12/2024

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

What are we doing well? Where can we improve? * Student and Family Handbook

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

What are we doing well?

Use of Raptor System for checking in all visitors.

Where can we improve?

Develop a reference sheet for students to use a resource.

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 The listed name must be the person who does the assessment. This can be a group project.	**Date**
Alma Afu	1/14/2025

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

Does the school have a written ingress/egress plan? If not, add "Create ingress/egress plan" to the suggested action plans.	Yes
Does the school have a plan to assure exterior gates and doors are locked during school hours? The plan should go beyond requiring gates doors to be locked to include some sort of daily check.	--Yes
Is there a plan to assure designated gates can be unlocked to facilitate emergency egress? Check for redundancy in opening locked gates. What if the primary "key holder" was not available?	--Yes
Is there sufficient signage directing visitors? If not, add "consider exterior/interior signage" to suggested action plans.	– Yes

What are we doing well? Where can we improve?

To enhance the development of our safety plan, we will collaborate with the **Special Education department** to ensure that **students with disabilities receive the necessary support and accommodations** during emergency procedures. This includes identifying specific needs, incorporating appropriate adaptations, and providing staff with guidance on how to assist students effectively. By fostering open discussions and proactive planning, we aim to create a **comprehensive, inclusive approach** that prioritizes the safety and well-being of all students.

What are we doing well?

SB 323 (ii) The evaluation of a comprehensive school safety plan… shall include ensuring that the plan includes 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

Where can we improve? Our goal is to find practical and meaningful ways to support all learners. As part of this process, we are using the Safety Committee to help gather information and explore possible solutions that ensure access, inclusion, and safety for every student. While the plan is not yet final, the development process has begun and will continue to be shaped by input from staff, committees, and student needs.

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**
District Office	12/6/2024

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

What are we doing well? Where can we improve? Anti-Harassment Plan

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

What are we doing well?

Training module provided through Alludo (Connect U)

Where can we improve?

Ensure teachers are completing training through Alludo (Connect U)

Section 3.18 – Dress Code – "Gang Related Apparel"

Assessment performed by The listed name must be the person who does the assessment.	Date
Brian Chavez, Laura McMullen, and Isaac Gonzalez	12/6/2024

Review the current policy, specific to "gang related apparel." If the policy does not address gang related apparel, disregard this assessment. If it does, continue.
Conduct a survey Pick random times during a week and walk the campus specifically looking for violations of this policy. You can ask other safety team members to assist you with this survey.

What are we doing well? Where can we improve? Climate and Culture Handbook

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

What are we doing well?

Students and parents acknowledge the *All students are expected to comply with the school's student dress and appearance policy.*

Where can we improve?

Site administration is responsible for interpreting and enforcing dress code on campus.

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**
Mandated reporter	1/13/2025

Review your policy, specific to mandatory training.

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

What are we doing well? Where can we improve? [Risk Assessment Training]

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

What are we doing well?

In conjunction with the district office, we ensure all employees, be it classified or certified are up to date on their Mandated Reporter compliance. This includes additional trainings as well.

Where can we improve?

Staff completes the Alludo training. Alludo provides individual accounts that keep record of when the compliance has been completed and recorded.

Section 3.20 – Existing Resources

Assessment performed by The listed name must be the person who does the assessment. This can be a group project.	**Date**
Isaac Gonzalez	1/14/2025

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 parents or other volunteers who agree to walk the exterior of the school from time to time to ensure gates and exterior doors are shut and locked.

RESOURCE	TYPE	DESCRIPTION
School Safety Budget	FUNDING	EST $6500.00
Parent Group(s)	Time	Volunteer

Step Four – Assets/Suggested Action Plans

3.3 Crime On Campus	What are we doing well? *Kelvin school climate survey data indicates that 67% of students reported they felt safe at Upland High.* What can we improve?: *Continue to collaborate closely with law enforcement and conduct data reviews more frequently to assess trends and needs.*
3.4 Tactical Response	What we are doing well:**In accordance with AB1858 (Upland High School) does not hold armed assailant drills**. *The tactical response plan for schools employing the run/hide/fight protocol prioritizes swift action and decisive decision-making in the face of an active threat. In the event of an emergency, individuals are instructed to assess their surroundings and, if safe to do so, evacuate the premises (run). If evacuation is not possible, individuals should seek refuge in a secure location, locking doors and barricading entry points (hide). As a last resort, if confronted directly by the threat and unable to escape or hide, individuals are empowered to defend themselves using any available means (fight). Our school coordinates with Upland PD to provide training in the tactical response plan once a year. Teachers deliver this information to students in an age-appropriate manner. In addition, school resource officers deliver an in-person training to all students at the secondary level once per year.* What can we improve?:*Working with the assessment team to improve the process.*
3.5 Lockdown	What we are doing well: *Solid procedures are in place for emergency preparedness, as well as roles and responsibilities as assigned.* What can we improve?: *Working with staff to ignore bells and listen to announcements.*
3.6 Disaster Incident Commander	What we are doing well: *We have confirmed that all classrooms have necessary emergency buckets with supplies. We also have a shipping container with emergency supplies.* What can we improve?: *We will continue to keep current inventory of all supplies and replenish if needed*.
3.7 Disaster General	What we are doing well: *Communicating roles and assignments throughout campus.* What can we improve?: *Continue to survey staff and improve on procedures and protocols.*

3.8 Disaster Medical	What we are doing well: *UUSD Board Policy states any trained District staff member shall make naloxone hydrochloride or another opioid antagonist available for emergency medical aid to 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.* *The following individuals are trained:* ● *For the district: Campus safety, health techs, administrators as of 2022/2023.* ● *Indicate specific staff for your site:* What can we improve?: *Create an efficient method for staff to communicate with the medical team. Work on infographics to make communication easier.*

3.9 Disaster S&R	What we are doing well: *Safety committee has delegated a new team for search and rescue as well as a new procedure for efficiency.* What can we improve?: *We need to establish a practice protocol to provide training.*
3.10 Disaster Reunify	What we are doing well: *Our attendance department has a hardcopy of all students schedules as well as emergency contact information for release*. What can we improve?: *A communication plan in the event of no power such as battery operated walkie talkies. This will help in communicating with staff, locating the student and moving forward with releasing the student.*
3.11 Anti Bullying	What we are doing well: *Staff Bullying training provided through Alludo (Connect U). PBIS staff inservice. An assembly for students to review expectations of student conduct.* What can we improve?: *Ensure ALL students receive the same information and conduct survey.*
3.12 Expulsion Susp Discipline	What we are doing well: *Upland HS currently has an Alternative Learning Center in place to support minor behaviors. This has led to a decrease in suspensions.* What can we improve?: *Student Services is currently developing a plan to introduce Tier II restorative practices to support students.*
3.13 Notify of Dangerous Pupils	What we are doing well: *Standard Operating Procedure for notifying staff using Aeries (asterisks on roster). Teachers account will display Student Safety Action (SSA).* What can we improve?: *Develop an SOP to inform teachers to inform teachers.*
3.14 Pesticide Harmful Material	What we are doing well: *We have solid Shelter and Place procedures for our site. In addition to this staff are well aware of their duties during this time.* What can we improve?: *We can improve by continuing to administer drills on a regular basis, keep the staff directory updated to ensure duties are assigned to a current staff member.*

3.15 Visitors on Campus	What we are doing well: *Use of Raptor System for checking in all visitors.* What can we improve?: *Develop a reference sheet for students to use as a resource.*
3.16 Safe ingress Egress	What we are doing well: *SB 323 (ii) The evaluation of a comprehensive school safety plan… shall include ensuring that the plan includes 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.* What can we improve?: *Discussion of any adaptations for pupils with disabilities in the development of the plan. Indicate that this was discussed with SSC or the planning committee.*
3.17 Anti Harassment	What we are doing well: *Training module provided through Alludo (Connect U*) What can we improve?: *Ensure teachers are completing training through Alludo (Connect U).*
3.18 Gang Apparel	What we are doing well: *Students and parents acknowledge the ALL students are expected to comply with the school's student dress and appearance policy.* What can we improve?: *Site administration is responsible for interpreting and enforcing dress code on campus.*
3.19 Child Abuse Reporting	What we are doing well: *Training provided through Allude (Connect U). In conjunction with the district office, we ensure all employees, be it classified or certified are up to date on their Mandated Reporter compliance. This includes additional training as well.* What can we improve?: *Staff completes the Alludo training. Alludo provides individual accounts that keep record of when the compliance has been completed and recorded.*

3.20 Existing Resources	What we are doing well: 2024/25 Emergency Disaster plan What can we improve?: Continued training for all staff.

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."

Strengthen collaboration with law enforcement and school safety teams by increasing the frequency of data reviews and tactical response assessments to proactively address campus safety concerns.

Improve student safety and well-being by expanding restorative practices, reinforcing anti-bullying and anti-harassment initiatives, and ensuring all students receive equitable access to safety-related education and resources.

Section 5.1.1 - Action Plans for "People" Goal

Task	Person	Due Date
Work with SROs	Isaac Gonzalez	June 2025

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."

Enhance staff preparedness through consistent training, clear communication protocols, and improved participation in emergency drills, ensuring all personnel effectively respond to evolving safety situations.

Section 5.2.1 Action Plans for "Place" Goal

Task	Person	Due Date
Safety Committee to review preparedness	Isaac Gonzalez	June 2025

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 school site council or school safety planning committee shall hold a public meeting at the school site in order to allow members of the public the opportunity to express an opinion about the school safety plan.

On the indicated date, we shared our plan at a public meeting. The notice of the meeting as well as a list of required invitees is attached to this plan. presenting at School site council meeting	Date 1/23/2025

Section 6.2 - Adoption of School Safety Plan

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

On the indicated date our Committee met and voted to adopt our school safety plan. The minutes from this meeting are attached to this plan. The plan was then forwarded to the District Officer for approval.	Date 2/27/2025

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

Instructional Continuity Plan