

TRAVIS UNIFIED SCHOOL DISTRICT



Reaching beyond the boundaries
to build a community of learners.

SCHOOL SAFETY PLAN

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

Cambridge Elementary School

Principal: Primal Dhillon

Assistant Principal: Jennifer Fee

Approval Date: February 10, 2026

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

The school has partnered with local law enforcement and community responders to develop our Standard Response Protocol for threats such as the COVID-19 virus, active shooter, air pollution/chemical release, bomb threat, civil disturbance on campus, earthquake, fire, evacuation, severe windstorm/tornado, lockdown, lockout and threat of explosion/gas leaks/aircraft accident.

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

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

Name of committee: **Cambridge School Site Council**

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

Name	Position	Role
Primal Dhillon	Principal	Member
Heidi Ellinger	Teacher	Member
Elida Pena	Staff	Member
Rebecca Robertson	Parent	Member
Daaimah Tibrey	Parent	Member
DJ Bowen III	Parent	Member
Sandra Rushford	Teacher	Member

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

The School Safety Plan was written and developed through consultation with local law enforcement agencies including the Vacaville Police Department [EC Section 32281 (b)(3)].

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

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

- Assessment of the current status of school crime or crimes at school-related functions.
- Child abuse and neglect reporting procedures.
- Disaster procedures, routine and emergency plans, and crisis response plan with adaptations for pupils with disabilities.

- Use the Standardized Emergency Management System ([SEMS](#)) as detailed in the California Emergency Services Act 2015.
- Earthquake emergency procedures.
 - Drop procedure practice must be held once each quarter in elementary; once each semester in secondary schools.
 - All staff are aware and trained.
- Fire drills *EC* sections 32001–32004.
 - Each school site with two or more classrooms and 50 or more students is required to have a fire alarm system. The *EC* requires monthly fire drills for elementary and intermediate-level students, and twice-yearly fire drills for secondary students.
- School building disaster plans for the following situations may include but are not limited to:
 - Bomb threat
 - Bioterrorism/hazardous materials
 - Earthquake
 - Flood
 - Power failure/blackout
 - Intruders/solicitors
 - Weapons/assault/hostage
 - Explosion
 - Gas/fumes
- Procedures to allow a public agency, including American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during an emergency.
- Suspension/expulsion policies and procedures.
- Procedures to notify teachers of dangerous students.
- Discrimination and harassment policy that includes hate crime reporting procedures and policies.
- Schoolwide dress code if it exists, that includes prohibition of gang-related apparel.
- Procedures for safe ingress and egress of students, parents/guardians, and school employees to and from school site.
- Maintenance of a safe and orderly environment conducive to learning at the school.
- Rules and procedures on school discipline.
- Procedures for conducting tactical responses to criminal incidents, including individuals with guns on school campuses and at school-related functions.
 - Procedures to prepare for active shooters or other armed assailants based on specific needs.
- Consult, cooperate, and coordinate with other school site councils or safety planning committees, where practical.

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

- Attendance rates / SARB data – [DataQuest Chronic](#)
- Suspension / Expulsion data - [DataQuest](#)
- California Healthy Kids Survey (CHKS)

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

- [California Dashboard](#)
- California Dashboard – [Additional Reports and Data](#)
- [Dataquest](#)
- [LCAP](#)
- [SARC](#)

The above links were shared with the School Site Council on: September 23, 2025.

Most Current Attendance:

2024-2025	2025-2026
94.67%	TBD

Most Current Discipline Referrals:

2024-2025	2025-2026
12	TBD

Most Current Suspensions:

2024-2025	2025-2026
3	TBD

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

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

Identify appropriate strategies and programs that provide and maintain a high level of school safety and address the school’s procedures for complying with existing laws related to school safety [ED Section 32282 (a)(2)]:

Cambridge Elementary school staff are committed to providing students with a safe, and productive learning environment where they are safe both physically and emotionally. Safety is our number one priority. We have implemented safety systems that strategically address safety needs in the following areas.

Socio-Emotional Safety

The social-emotional health and safety of everyone at Cambridge is one of our top priorities. To ensure positive socio-emotional safety we have implemented the following strategies, programs and support staff:

SOCIAL CLIMATE				
Objectives (Specific)	Goals (general)	Individuals Responsible	Activities	Resources
Identify students who need emotional and/or mental health support and connect them with resources through MTSS processes.	Increase school safety and support mental health and wellbeing	School Psychologists, Mental Health Clinicians, Case Managers, Service Providers, Principals	Conduct IEPs/504 evaluations	Time
		MTSS Team	Review MTSS referrals, refer to next steps	
		SST Chairs	Conduct SST meetings, refer to next steps	
		School Social Worker, Staff	Provide individual support, lunch groups to teach social skills, refer to <i>Care Solace</i> . Provide anti-bullying week resources to classrooms. Train on SIS screener and use of Mobile Crisis Team.	Care Solace Service
		Staff	Provide resources on use of bully reporting system STOPiT and classroom supports to know and report bullying	Partnership with STOPiT, SSW

		Staff	Allow students to use Wellness Center and use data to follow up on frequent visitors	SSW, SSS
		CICO Leads	Implement check in/check out system	
		Student Support Specialists	Provide intervention support as needed	
		Principals	Provide professional development opportunities such as book studies and guest speakers to coach staff on SEL practices and relationship building	Calendared time at staff meetings, funding
		All Staff	Report concerns, communicate with parents, encourage use of online resources (STOPiT). Utilize the IEP, 504, MTSS, SST, SART, PRB, SARB processes to connect students with appropriate accommodations and resources including Care Solace.	

			to allow for student leadership	
		Principals	Provide opportunities to earn recognition for demonstrating schoolwide expectations (assemblies)	Time
		Principals	Recognize students for high attendance in various groups ie. by class, grade, improvement	
		All staff	Participate and encourage wearing house clothing on Tuesday, Cambridge clothing on Friday	Donations
		Teachers	Facilitate spirit days for Red Ribbon week and Anti-bullying week	Partnership with PTA
		All Staff	Facilitate Start With Hello Week along with other Sandy Hook activities to increase connectivity and belonging	Affiliation with Sandy Hook Promise
		Teachers, Principals	TUSD SEL Task Force	Time

		Teachers	Organize Anchored For Life Activities to support military families	Affiliation with Anchored For Life
Prioritize family participation	Increase family engagement	Principals/Teachers	Utilize parent square to communicate with families including teacher communication, weekly family newsletter and weekly family voicemail	Time
		Principals	Facilitate family participation by scheduling English Language Advisory Committee (ELAC) meetings	
		Staff	Stay up to date with signage, website, house app, other communications	Partnership with PTA
		Staff	Invite parents to events such as the Fun Run, Family Art Night, Coastal Cleanup, Family Game Night, Holiday Fair, Coffee with the Principals	Partnership with PTA
Utilize SCOE partnership to provide SEL instruction	Improve students' SEL learning	Principals, District Staff	Provide SEL instruction	Partnership with SCOE

Physical Safety:

The Cambridge school facility is maintained by the Travis USD Business & Operations department as well as the Maintenance, Grounds and Custodial department. These departments collaborate with the school site to ensure that Cambridge meets safety guidelines and regulations delineated in our school safety plan and district plan. Our custodians play a crucial role in regularly reviewing site needs, touring the school and outlining needs, on-going projects and the progress of work orders. Both day and evening custodians work diligently to ensure that all areas of the school are clean and in good working order. When there are concerns or issues, staff report to our site custodian or to office staff so a work order can be placed in the FMX system. These work orders are routinely reviewed for completion. Long range planning and larger projects are planned as funding becomes available on a priority basis. The following programs and strategies have been implemented at Cambridge to maintain a high level of safety:

PHYSICAL CLIMATE				
Goal	Objectives	Individuals Responsible	Activities	Resources
Ensure all staff have walkies and working intercom system	Improve student and staff safety	Principals	Provide walkies to all staff Monitor progress of facilities request	Maintenance Time
Improve traffic at arrival and dismissal	Improve student safety on campus	Principals	Communicate expectations and monitor flow of traffic	
Ensure all staff are trained in emergency procedures	Improve student safety during emergency situations	Principals	Schedule monthly drills including fire, earthquake, secure the perimeter, and lockdown drills.	Time
Ensure regular inspections	Improve student safety through prevention	Principals	Partner with the Vacaville Police and Fire Departments for trainings, inspections and drills	Partnership with law enforcement
Ensure classroom doors remain locked with use of Lock Blok	Improve safety of staff and students	Principals	Monitor during drills and through regular checks	Time
Ensure installation of cameras and	Improve safety of students and staff	Principals	Assign and monitor progress of facilities request	District funds Maintenance time

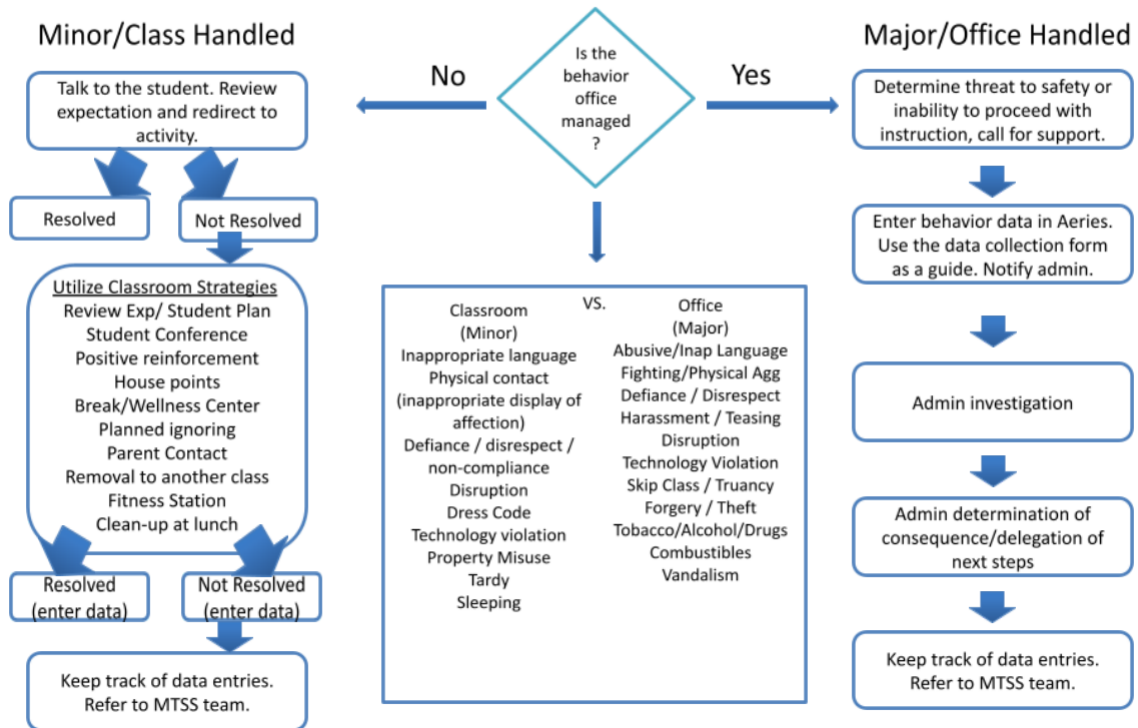
monitor for functionality				
Ensure parking lot lights are operational	Improve safety of school community	Principals	Monitor progress of facilities request	Maintenance time
Ensure installation of blinds in all classrooms	Improve safety of staff and students	Principals	Monitor progress of facilities request	District funds Maintenance time
Prepare tactical response to criminal incidents	Improve safety of school community	Principals	When an incident occurs, restoring order to the school community and ensuring the safety of students and staff is the top priority. Law enforcement are notified in accordance with Education Code 48902 and 49393 . Administration conducts a thorough investigation and determines corrective action based on board policy, administrative regulations, and education code.	Partnership with law enforcement
Train staff in identification of opioid exposure and in administration of an opioid antagonist medication	Improve safety of school community	Principals	Train staff in the identification of opioid exposure and in the administration of an opioid antagonist medication. In the event that any person on campus is suffering or is perceived to be suffering from an	District nurse District time

			<p>opioid overdose, school staff will call 911 while trained staff administer naloxone.</p> <p>Naloxone is available at each school site in Travis Unified School District.</p>	
Require volunteers to follow specified guidelines	Improve student safety on campus	Principals	Require visitors/volunteers to campus to sign in at the office and wear a badge for identification	
Implement sign in/out procedures	Improve student safety on campus	Staff	Require parents/guardians to document early dismissals and late arrivals and only to those listed as emergency contacts	
Ensure outside vendors follow appropriate approval process and/or board policies	Improve safety of school community	Principals	Collaborate with PTA to ensure visitors follow school guidelines	Partnership with PTA
Communicate regularly with families	Improve student safety on campus	Principals	Inform parents of upcoming drills, safety measures on campus and safety plan	Time
Ensure phone tree leaders have contact numbers/groups easily accessible	Improve staff safety	Principals	Remind leaders to enter contact information in cell phones	Time
Ensure all staff complete mandated reporter and	Improve student safety and wellbeing on campus	Principals	Work with district management to enforce completion of	Time

harassment trainings			mandated reporter, harassment, and other mandatory trainings	
Follow Workplace Violence Prevention Plan	Improve safety on campus	Principals	Train staff on reporting incidents of workplace violence, investigate as appropriate	
Participate in October as Safety Month	Prepare for emergency scenarios	All Staff	Review and practice emergency procedures	
Participate in See Something, Say Something Day	Improve safety on campus	All Staff	Train students and staff to report suspicious activity	
Utilize Catapult as a means of emergency communication	Improve communication during incidents	All Staff	Train and practice usage of Catapult	Time

Discipline Matrix

Cambridge Elementary Student Behavior Procedural Flowchart



SECTION 5 – CALIFORNIA EDUCATION CODE SECTION 32282

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

- A. Child Abuse Reporting procedures ([BP 5141.4](#) and [AR 5141.4](#)) [EC Section 32282 (a)(2)(A)]
- B. Disaster procedures, routine and emergency, crisis response plan including adaptations for pupils with disabilities and the following. [EC Section 32282 (a)(2)(B)]
 - i. Earthquake emergency procedures that include. [EC Section 32282 (a)(2)(B)(i)]
 - I. A school building disaster plan. [EC Section 32282 (a)(2)(B)(i)(I)]
 - II. A drop procedure. [EC Section 32282 (a)(2)(B)(i)(II)] Dates/Times of drop procedure drills held at least once each quarter in elementary; once each semester in secondary schools
 - III. Protective measures to be taken before, during and after an earthquake. [EC Section 32282 (a)(2)(B)(i)(III)]
 - IV. A program to ensure that pupils, and certificated and classified staff are aware of and are trained in the procedures. [EC Section 32282 (a)(2)(B)(i)(IV)]

- Travis USD Emergency Response Protocol
 - Emergency Response/Disaster Procedures (Document 1)
 - District Drill Schedule (Document 3)
- ii. Establish procedures to allow a public agency to use school buildings, grounds, and equipment for mass care and welfare shelters during an emergency. ([BP 1330](#) and [AR 1330](#)) [EC Section 32282 (a)(2)(B)(ii)]
- C. Suspension/Expulsion policies and procedures ([BP 5144.1](#), [AR 5144.1](#) and [AR 5144.2](#)) [EC Section 32282 (a)(2)(C)]
- D. Procedures to notify teachers of dangerous pupils ([BP 4158/4258/4358](#) and [AR 4158/4258/4358](#)) [EC Section 32282 (a)(2)(D)]
- E. Discrimination and Harassment Policy. Include hate crime reporting procedures and policies ([BP 4112.9/4212.9/4312.9](#), [BP 4119.11/4219.11/4319.11](#), [AR 4119.11/4219.11/4319.11](#), [BP 5145.3](#), [AR 5145.3](#) and [BP 5131.2](#)) [EC Section 32282 (a)(2)(E)]
- F. Schoolwide Dress Code, if it exists, including prohibition of gang-related apparel ([BP 5132/5136](#) and [AR 5132/5136](#)) [EC Section 32282 (a)(2)(F)]
- G. Procedures for safe ingress and egress of pupils, parents, and school employees to and from school site ([BP 1250](#) and [AR 1250](#)) [EC Section 32282 (a)(2)(G)]
 - Safe Ingress and Egress Procedures (Document 2)
- H. A safe and orderly environment conducive to learning at the school ([BP 5137](#)) [EC Section 32282 (a)(2)(H)]
- I. Rules and procedures on school discipline ([BP 5144](#), [AR 5144](#) and [BP 5131](#)) [EC Section 32282 (a)(2)(I)]
- a. Where practical, consult, cooperate and coordinate with other school site councils or school safety planning committees. [EC Section 32282 (c)]
- b. Evaluate and amend the plan as needed and at least once each year, to ensure the plan is properly implemented. Keep an updated file of all non-sensitive safety-related plans and materials readily available for inspection by the public. [EC Section 32282 (d)]
- c) Legislature encourages that policies and procedures aimed at the prevention of bullying be included in the comprehensive school safety plan. See (E) above ([BP 5131.2](#)) [EC Section 32282 (e)]

SECTION 6 – CALIFORNIA EDUCATION CODE SECTION 32286

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

SECTION 7 – CALIFORNIA EDUCATION CODE SECTION 32288

This plan was submitted to the Student Services Department of the Travis Unified School District on November 3, 2025 for approval by the Travis Unified School District Board of Education. [EC Section 32288 (a)]

This Safety Plan was communicated to the public at a public meeting held at the school site on September 23, 2025 and on October 28, 2025. [EC Section 32288 (b)(1)]

DOCUMENT 1

TUSD EMERGENCY RESPONSE PROCEDURES

Sudden Cardiac Arrest: We will ensure that all staff members receive information on recognizing the signs of sudden cardiac arrest and are familiar with emergency response protocols, including the location of the Automated External Defibrillator (AED). In the event of a medical emergency, staff will contact 911 and coordinate with any available school health personnel to ensure swift and effective intervention.

SB 98 Notifications

Our school will notify parents, guardians, teachers, administrators, and school staff if immigration enforcement is confirmed to be present on campus. The goal is to keep everyone informed and safe while protecting student and family privacy. The principal or designee will send notifications as soon as possible through our regular communication systems. These procedures are included to meet the requirements of SB 98 and will be reviewed and updated as needed.

SB 848 – Abuse, Neglect, Sex Offenses

The school shall maintain clear and proactive procedures to ensure the supervision and protection of all students from abuse, neglect, and sex offenses. Staff will receive regular training on recognizing and reporting signs of suspected abuse or neglect, consistent with mandated reporter requirements. All staff and volunteers will undergo appropriate screening as required by the district hiring/volunteering practices. The school will implement structured supervision protocols during all instructional and non-instructional times, including arrival, dismissal, transitions, and extracurricular activities, to reduce opportunities for misconduct. All concerns or reports will be responded to promptly through established reporting channels, in coordination with the appropriate child protective and law enforcement agencies.

Emergency Telephone Numbers
From an outside line CALL 911

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

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

Non-emergency Police:

- Sheriff/Fire (707) 784-7000
- Fairfield Police/Fire Dept (707) 428-7300
- Vacaville Police/Fire Dept (707) 449-5200
- TAFB Military Police Desk (707) 424-2800 or (707) 424-2227

Emergency: Police/Fire/Sheriff/Medical 911

- TAFB EMERGENCY CARE. (707) 424-4911
- Cell Phone Emergency # - Fairfield (707) 428-7373
- Cell Phone Emergency # - Vacaville (707) 449-5200
- Poison Control (800) 876-4766
- Gas/Power Failure (800) 743-5000
- Red Cross (707) 438-7060

Tune in to Radio Frequencies TV for emergency broadcasts:

- KUIC 95.3 FM**
- KCRA Channel 3**

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

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

Cambridge Student Handbook

ARRIVING TO SCHOOL

Students should arrive at school between 7:40 and 8:00 a.m. We don't have supervision before 7:40AM. Students are to report to the multipurpose room (MPR) if they are eating breakfast. The rest of the students meet on the blacktop. In case of rain, all students must enter through the multi-purpose room. Students riding bicycles to school will need to walk their bikes to the bike racks, located behind the MPR. Each student needs to be responsible for securely locking their own bike. **Students may not ride bicycles or scooters on school grounds. Remember to wear a helmet when riding a skateboard, bike or scooter.** Students without helmets will be given one warning and then parents/guardians will be notified.

PARKING LOT GUIDELINES- SAFETY FIRST

Use caution when driving through the parking lot. The safety of everyone is our number one priority. Our front parking lot is designated for parent parking, while the back parking lot is designated for staff. We appreciate everyone parking in the front lot or on the side streets surrounding our school. **We do not allow pick up and drop off from the back parking lot.** Students use the back walkway to get to school. It is dangerous to have cars driving up and down this driveway during arrival and dismissal. You may drive through and pull up to the curb to pick up your child in the front lot. Please pull all the way up and do not block the driveway. **Do not leave your car unattended.** The Vacaville PD enforces all parking laws and school rules. The buses use the white curbs to pick up and drop off students. Please do not double park to pick up your child. When walking through the parking lot, do so with caution and use the crosswalk.

Parking around the school or walking with your child to school decreases the traffic in the parking lot. We appreciate your cooperation and caution while in the parking lot and in the general vicinity of Cambridge. **When exiting** the lot, you must **turn right** between the hours of 8:00-9:00 am & 1:00-3:00 pm.

Students and families who cross Nut Tree and/or Cambridge Dr. must use the crosswalk. Jaywalking is extremely dangerous as cars drive very fast down the street.

SAFE SCHOOL CLIMATE – ANTI-BULLYING POLICY

At Cambridge we are proactive in maintaining a safe school. Bullying of any sort is taken very seriously and is not tolerated. The definition of bullying is *“Unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Both students who are bullied and who bully others may have serious, lasting problems.”* Bullying is addressed immediately, and action is taken to stop it. Students who engage in unlawful discrimination, including discrimination, harassment, intimidation, retaliation in violation of law, Board policy, or administrative regulation shall be subject to

appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code [48900.4](#) Please report any bullying to Dr. Dhillon (pdhillon@travisusd.org) or Mrs. Fee by email (jfee@travisusd.org), or by calling at 707-446-9494 ext. 5104 or 5103. You can also call the office and leave a message at 707-446-9494 ext. 5100, 5102. Each classroom teacher utilizes the [Second Step curriculum](#) to teach students social skills and strategies to eliminate and prevent bullying.

ARTIFICIAL INTELLIGENCE (AI)

Artificial intelligence may be used as an academic tool under the direction of a teacher as appropriate for the students' age. Uses of Artificial intelligence that violate the [Academic Integrity](#) or other school policies may result in academic or disciplinary consequences.

WEARABLE TECHNOLOGY (SMARTWATCHES, ETC.)

Wearable Technology (including but not limited to Google Glasses, Smartwatches, etc) shall be used only in accordance with school and district policies and should not disrupt the learning of others. Inappropriate use will be addressed through the appropriate policy violation ([BP 5131.8](#)).

PROHIBITION OF VIDEO / AUDIO RECORDING AND PHOTOGRAPHY ON CAMPUS

Audio/video recording and photography without the express permission of those being recorded/photographed is prohibited. Students will not contribute to a disruptive or unsafe environment; therefore, video/audio recording or photographing of a fight or altercation (with or without public dissemination) may result in disciplinary action.

CELL PHONE POLICY

[Board Policy 5131.8:](#)

Students are prohibited from using personal electronic devices, including smart phones, cell phones, smart watches and ear buds throughout the entire school day from the first bell to the last. Students will continue to have access to devices required for medical or IEP reasons, as well as during emergencies, and students may also contact parents under staff supervision in the office on an as needed basis.

Students can call parents before and after school to communicate from their classrooms. Cell phones will be confiscated if students have them out during school hours or during recess. When taken the first time, students will be required to pick up their phone at the end of the day. If the phone is taken a second time, parents/guardians will be required to retrieve it from the office or teacher. **Students are never allowed to use cell phones or smart watches for taking photographs, videos, texting or making calls at school. The school cannot be responsible for lost phones.** Cyber-bullying is against school rules. Students who utilize cell phones for this use will be given strict consequences.

STUDENT DRESS STANDARDS

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process.

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action.

Dress Code:

All students and adults, including visitors and volunteers, are expected to attend Cambridge Elementary School dressed appropriately and ready to learn. Because it is difficult to regulate room temperatures, students are encouraged to bring a jacket to school. Students are encouraged not to bring expensive jackets, clothing, shoes, large sums of money, etc. to campus. Cambridge is not responsible for such articles. Appropriate student attire, hygiene, and personal grooming are important to student success and safety. We are dressing for situational appropriateness. What might be appropriate dress for leisure activities may not be best practice at schools.

The following rules will be enforced:

- All clothing must be appropriate for school and must adequately cover the student's body, including legs, midriff, and chest.
- Clothing that exposes undergarments is not allowed. No "sagging" pants (must be secure at the waist).
- Shoes must be worn at all times. **Crocs are not allowed.** Shoes should be suitable and functional for school activities during recess and physical education. Shoes with built in skates are not permitted. Tennis (athletic) shoes are recommended to be worn every day. Tennis (athletic) shoes are the only type of shoes appropriate for PE. We have Jumpstart every morning which is part of the state mandated PE minutes. **Hence all students must wear athletic shoes in school.**
- Articles of clothing which display profanity, obscenity, vulgarity; that display any other questionable printing; slogans which promote tobacco, alcohol, or drugs, or materially interfere with schoolwork, or create disorder, or disruption in the educational process, are not allowed.
- Halter tops, strapless, single strap, backless shirts, spaghetti straps, see-through shirts or shirts which do not cover the midriff/chest area are not allowed. Jackets or sweaters must be worn over these types of clothes, or additional layers underneath.

- No short shorts or short skirts. Shorts must adequately and appropriately cover the body. No holes in pants above pocket line. Leggings or tights may be worn underneath short shorts or skirts.
- No gang-related attire is to be worn. Gang related attire is defined by the Solano County Gang Task Force and the Fairfield and Vacaville Police Departments.
- Jewelry which could distract from the educational process or which could be a safety or health issue (especially during recess or PE) is not acceptable. Cambridge is not responsible for lost jewelry.
- Makeup cannot be applied at school.

It is important to note that certain inappropriate styles, items of clothing, or accessories may become popular during the course of a school year and may not be reflected in this code. Students and their families are hereby informed that the dress code can and will be modified by school staff without prior notice in order to address specific concerns pertaining to student dress or grooming that might cause and/or create a distraction, disturbance, safety hazard, and/or health hazard to students or others. Whenever such changes are made in the course of the school year, site administration will make every effort to communicate the new standards to students and parents alike.

Dress code violations are subject to progressive discipline. Students may be required to change clothes at staff/administration discretion.

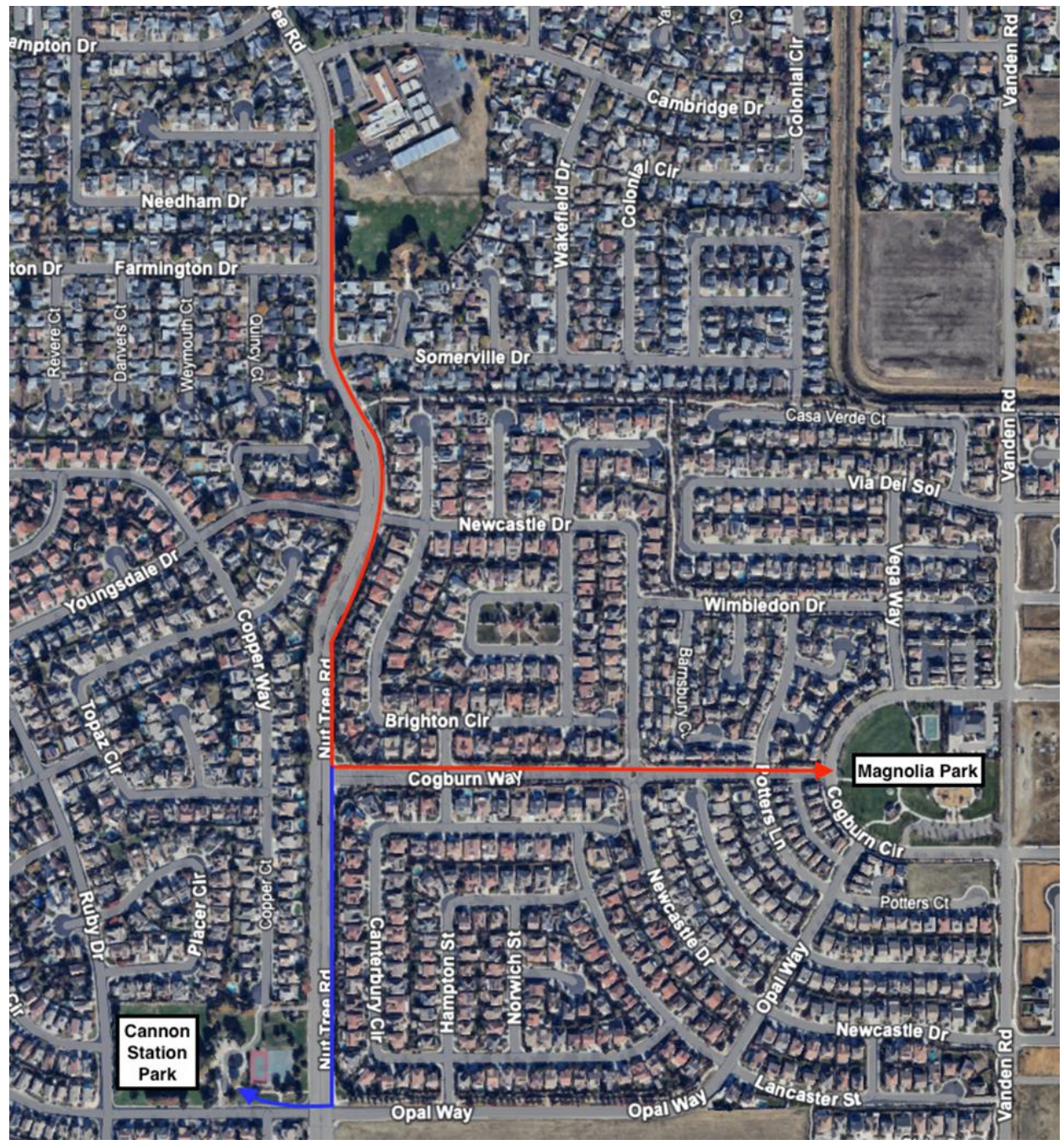
DOCUMENT 3

Evacuation Points (off-campus):

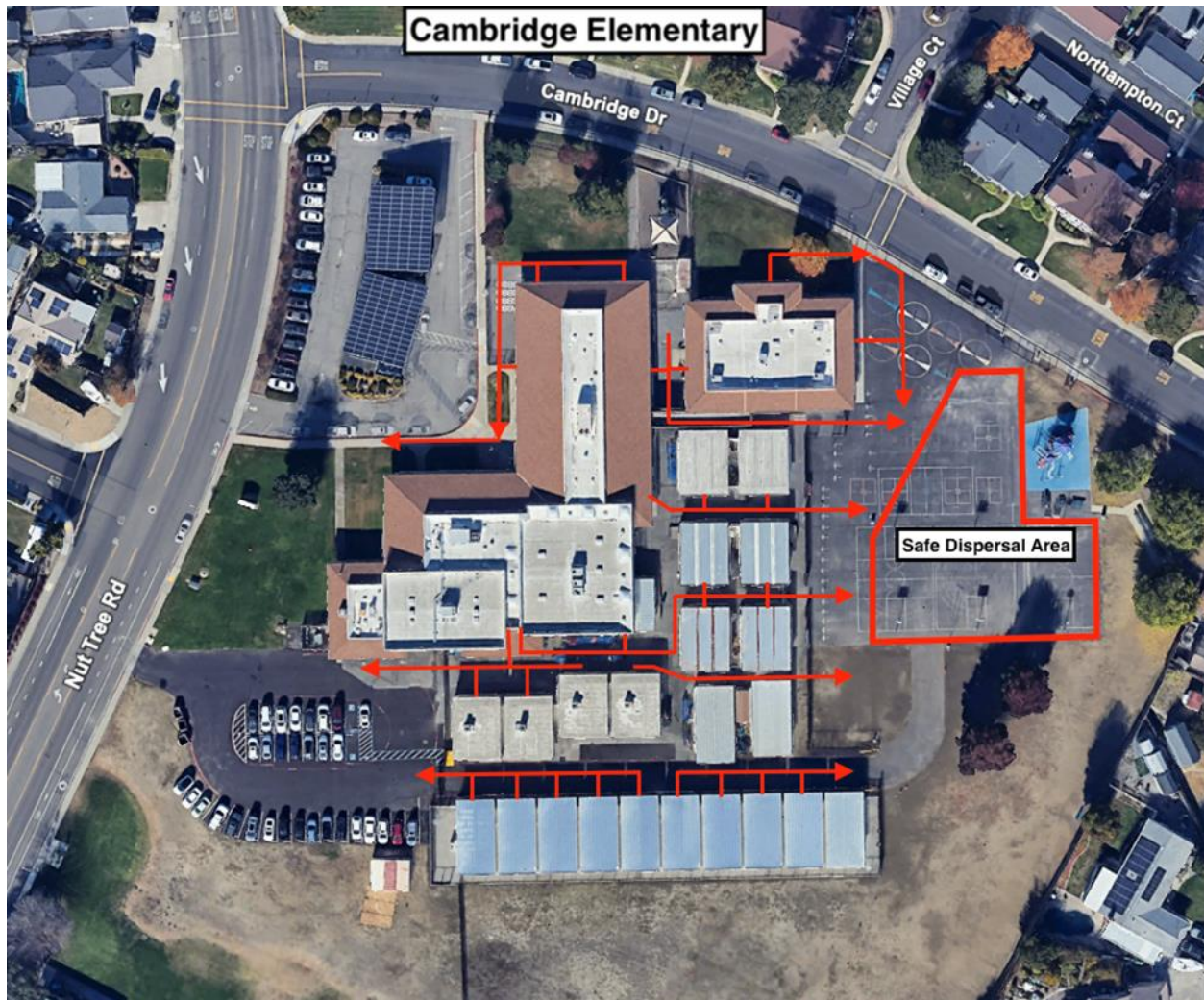
(select location in opposite direction of hazard, law enforcement *may* give advice)

Primary: Magnolia Park – Cogburn Circle, Vacaville

Secondary: Cannon Station Park – Nut Tree Road, Vacaville



Evacuation/Rally Locations



All students, staff and visitors evacuate to one of three evacuation points as indicated by the arrows above. All staff have been provided with walkie talkies to communicate in an emergency. Staff are also trained on how to communicate through Catapult in the event of an incident or emergency.

The school is equipped appropriately for accessibility. Staff have practiced emergency procedures including during an earthquake. **If you use a walker or wheelchair: LOCK** your wheels (if applicable). If using a walker carefully get as low as possible. Bend over and **COVER** your head/neck with your arms, a book, or a pillow. Then **HOLD ON** until the shaking stops.

Students with Disabilities

For the purposes of this section, students with special needs are those who cannot safely access and use the standard resources offered in disaster preparedness, relief and recovery, whether their disability is chronic or temporary. For individuals with special needs, physical environments become a great deal

more hostile and difficult to deal with during and after an emergency. The ability to get to accessible exits and personal items may be reduced. To comply with statutes involving students with special needs, individuals responsible for evacuation and emergency operation plans, notification protocols, shelter identification, emergency medical care and other emergency response and recovery programs must:

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

School Closure – Instructional Continuity

In the event of a school closure, our School Safety Plan ensures that instructional continuity is maintained by transitioning to online learning through the Google Classroom platform. Within 10 days of the closure students will be able to resume their education remotely, with teachers providing virtual lessons, assignments, and resources to support ongoing learning. To facilitate this transition, all students and staff will receive clear instructions on accessing Google Classroom and participating in online classes. Additionally, support will be available for those who need assistance with technology or connectivity issues. This approach aims to minimize disruption to the academic calendar and ensure that educational progress continues smoothly, regardless of physical school closures.

Phone Tree for Emergency Communication

Primal Dhillon
Principal/Main contact will call Lead Contacts. Lead contacts will call the names on their list and report back to the principal.
Carol Baker
Debbie Andres
Danette Maranz
Kathryn Carter-Stewart
Michelle Dysert
Judy Riley
Gail Calacsan
Marita Pimentel

Heidi Ellinger
Saundra Rushford
Rachel Putnam
MeganEstep
Brenda Main
Debbie Hansen
Jacque Perez
Sophia Lavin
Melanie Green
Naomi Fredericks
Kayla Lopez
Jennie Moore
Shari Herout
Matthew Bruno
Angie Rodriguez
Myrna Pinili
Janine Geist
Ellie Rodriguez
Leah Olson
Annette Bennink
Manju Phacko
Peggy Pinheiro
Rosa Gomez
Clarissa Gumataotao
Josh Rushford
Heather Bowen
Tawnie Womack
Shelby Townsend
Pattie Dunham
Chris Slough
Leonard Perez
Brienna Tarango
Amber Rafferty
Sandra Soto
Matthew Phaneuf
Jessica McKiernan
Cassia Howard
Christina Leidecker
Celeste Palco
Adriana Briseno
Jennifer Fee
Amy Brandon

Elida Pena
Kimberly Koelzer
Cory Wiegel
Jimmy Waters
Emily Xiong
Larry Hogue
Cecilia Diaz
Yuko Naito
Jacqueline Winther

DOCUMENT 4

Emergency Drill Schedule

Evacuation Drills (monthly)

Evacuate	-	-	No Upcoming Drills	One-time Picked Date 8/28/2025
Evacuate	-	-	No Upcoming Drills	One-time Picked Date 9/16/2025
Evacuate	-	-	10/3/2025	One-time Picked Date 10/3/2025
Evacuate	-	-	11/19/2025	One-time Picked Date 11/19/2025
Evacuate	-	-	12/8/2025	One-time Picked Date 12/8/2025
Evacuate	-	-	1/15/2026	One-time Picked Date 1/15/2026
Evacuate	-	-	2/11/2026	One-time Picked Date 2/11/2026
Evacuate	-	-	3/16/2026	One-time Picked Date 3/16/2026
Evacuate	-	-	4/17/2026	One-time Picked Date 4/17/2026
Evacuate	-	-	5/12/2026	One-time Picked Date 5/12/2026

Shelter Drills (4 times per year)

Great Shakeout Earthquake Drill 10/16/25

Shelter	-	-	No Upcoming Drills	One-time Picked Date 9/9/2025
Shelter	-	-	1/21/2026	One-time Picked Date 1/21/2026
Shelter	-	-	3/27/2026	One-time Picked Date 3/27/2026

Hold, Secure & Lockdown Drills (4 times per drill)

Hold	-	-	10/8/2025	One-time Picked Date 10/8/2025
Secure	-	-	10/21/2025	One-time Picked Date 10/21/2025
Lockdown	-	-	10/30/2025	One-time Picked Date 10/30/2025
Lockdown	-	-	9/26/2025	One-time Picked Date 9/26/2025
Hold	-	-	11/6/2025	One-time Picked Date 11/6/2025
Secure	-	-	12/5/2025	One-time Picked Date 12/5/2025
Lockdown	-	-	1/26/2026	One-time Picked Date 1/26/2026
Secure	-	-	2/25/2026	One-time Picked Date 2/25/2026
Hold	-	-	3/10/2026	One-time Picked Date 3/10/2026
Lockdown	-	-	3/31/2026	One-time Picked Date 3/31/2026
Secure	-	-	4/23/2026	One-time Picked Date 4/23/2026
Hold	-	-	4/30/2026	One-time Picked Date 4/30/2026