



Capital School District

Board of Education Policy

Section: Student
Title: Student Safety
Policy #: 700-17
Date Approved: 12/05/12
Date Revised: 10/17/12

Purpose:

The safety of students shall be secured by the district through close supervision of students in all school buildings and all school grounds.

STUDENT SAFETY

1. Maintaining a safe school environment (safety experts shall be called in periodically to inspect the physical condition of all building and grounds).
2. Observation of safe practices on the part of school personnel and students, particularly in those areas of instruction or extracurricular activities which pose special hazards.
3. Offering safety education to students as germane to particular subjects, such as laboratory courses in science, shop courses, and health and physical education.
4. Providing, through the services of the school nurse, first-aid care for children in case of accident or sudden illness.

The administration shall develop safety rules and regulations pertinent to the above policies, as well as other ways in which student safety requires special supervision and school protection. These shall include precautions at dismissal and instruction safety on the way home from school.

SUPERVISION OF STUDENTS

Students must be under the supervision of building principals, a teacher, or a delegated adult as assigned by the principal, at all times while they are in the school building and/or school property.

The principals and their staffs, under the general supervision of the superintendent, shall be responsible for the safety of the pupils in their schools.

Pupils going on errands off the school grounds are to be discouraged. Provision for such errands normally need the building principal's approval.

No school or grade may be dismissed before the regular hour for dismissal except with the approval of the office of the Superintendent of Schools.

No teacher may permit any individual pupil to leave school prior to the regular hour of dismissal except by permission of the principal.

No pupil may be permitted to leave school prior to the dismissal hour at the request of, or in the company of, anyone other than a school employee, police official, court official, or parent of the child, unless the permission of the parent has first been secured. If any police or court official requests the dismissal of a pupil during school hours, parents should be notified at once.

Groups of children shall not be released from school before the dismissal hour for non-school activities unless the sponsor has made prior arrangements with the principal or principals concerned. No child shall be permitted to accompany such group until he has presented to his principal a permission slip signed by his parent, releasing the school of responsibility for him at the time of his departure from school.

BICYCLE USE

The principal of each school in the Capital School District shall establish areas for the parking of bicycles and establish regulations so that the only the owner will have access to the bicycles.

BOMB THREATS

In the event of a call or notice to the effect that a bomb has been placed in a school or any other building or establishment, the following procedures are recommended:

1. Immediate evacuation of the school or building.
2. If the call was not received originally by the fire and police departments, immediate notification is required. Both departments should respond.
3. A search of the building or premises should be conducted under the direction of the senior officer present from either protective department. All officers, firefighters, and custodians of the building, should assist in the search.
4. Circumstances will dictate whether any strange or foreign objects should be removed immediately or left for removal by a qualified person.
5. If a thorough search has been conducted and nothing found, the chief administrative officer of the school or building should be notified by the senior member of the local protective department that re-entry will be permitted.
6. Investigation of the incident should be made by the local police department assisted by the State Fire Marshal's office, if requested.

Any decision concerning the dismissal of school pupils and subsequent action after the above procedures have been followed is the prerogative of the local Superintendent or the School Committee.