HAYSVILLE PUBLIC SCHOOLS USD 261

SCHOOL SAFETY AND SECURITY REPORT

TO

THE BOARD OF EDUCATION

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Executive Director of Operations

The safety, security and success of our Haysville students are our school district's most important responsibilities. To ensure a safe, secure and caring learning environment, we utilize recognized school safety best practices to mitigate, prepare for, respond to and recover from a wide range of potential crises. USD 261 has a comprehensive focus on school safety which includes staff, students, parents, procedures, facilities, equipment, community collaboration and crime prevention activities. Every Haysville school district staff member, student, parent and community member has an important role in the safety and security of our schools.

It is important to begin this report by stating that the research is clear that positive caring relationships between staff and students are crucial to the overall safety of our schools. USD 261 staff is committed to providing caring, positive and successful learning experiences for all of our students. Research recognizes that students who experience success in school have a greater ownership of their school, are more likely to report their school safety concerns to their school staff and are less likely to create problems themselves.

This overview of many of our school district's school safety and security initiatives is intended to further inform you about our commitment to a safe, orderly, secure and successful learning environment for our students and staff. For security reasons, specifics about detailed emergency planning, the amount of security equipment and the number of personnel are not listed in this report.

Our school safety initiatives are designed to reflect the latest concepts and best practices for school safety, emergency planning and crisis response. These concepts and best practices represent our findings from: school safety research; school safety experts; the experiences of other school districts; and the expertise within our own school district.

The Federal Emergency Management Agency (FEMA) has the national leadership responsibility for emergency preparedness and training which includes training for schools. This report includes FEMA concepts from the National Incident Management System (NIMS) and the Incident Command System (ICS).

The Kansas Center for Safe and Prepared Schools, a department of the Kansas Adjutant General's Emergency Management Division also provides school safety guidance and training in our state. A number of our USD 261 staff has completed a variety of FEMA and Kansas Center for Safe and Prepared Schools emergency management courses.

This report about our school safety, security and emergency preparedness initiatives will reflect the FEMA four stages of emergency management which includes Mitigation, Preparedness, Response and Recovery.

MITIGATION INITIATIVES-activities to prevent emergencies and to minimize their effects

- Board of Education Policies are in place regarding safety, emergencies, crisis planning and drills, weapons, drug free schools, bullying, maintaining proper control, investigations, searches and reporting crimes to law enforcement
- Capturing Kids Hearts training has been conducted for staff to ensure caring, observant staff dedicated to the success and safety of our students
- Safe and orderly student behavior expectations are communicated to ensure proper discipline and safety. Disciplinary actions are taken when warranted
- Positive Behavior Interventions and Support (PBIS) is in place to support and encourage positive safe behavior at school
- A team of Counselors have been trained to assess student threats of violence
- Ongoing research is conducted on school safety, security, emergency management and crisis response
- FEMA school emergency preparedness trainings are utilized that are both online, regional and at their national training facilities
- Staff attends Kansas Safe and Prepared Schools annual conferences and regional school emergency planning trainings
- School Resource Officers (SRO's) that are commissioned Haysville Police Officers serve full time in our schools to provide law enforcement services, law related education and to serve as informal counselors
- Haysville Police Officers have school floor plans on their police vehicle computers for rapid response to potential crisis situations
- Haysville Police Officers provide after school event and activity security as needed

- Our high school has a full time trained security officer
- Substance abuse and violence prevention programs are in place. They include the elementary schools and Haysville Police Department DARE Program, the National Red Ribbon Program, assemblies, the natural helper program and character education programs. Drug testing kits are available for parents that are concerned about student drug use
- Portable radios that provide communication within schools and other 800mhz radios for communication with emergency first responders (law enforcement/fire/ems) and 911-Emergency Communications are available
- Local school safety trainings are presented utilizing area law enforcement, emergency management and other emergency first responders trainers
- School safety and security equipment including electronic access control, video surveillance with signage and high security locks are installed at schools
- Video surveillance equipment is also installed on school district buses
- Exterior entrances are secured by locking most if not all school entrances and providing signage to direct visitors. Minimizing the number of unlocked exterior doors.
- Interior classroom doors are secured by double sided door locks or one sided door locks with an accessory for rapid door locking
- FEMA safe rooms have been constructed at several schools
- Facility enhancements have been made, including lighting, fencing, bollards, and hardening for safety and improved emergency sheltering
- Entrances/doors of all facilities have been numbered for improved emergency response
- Emergency key boxes have been installed for first responders
- CPTED-Crime Prevention Through Environment Design improvements have been instituted
- Sedgwick County Emergency Management staff provide recommendations on severe weather sheltering
- A severe winter weather plan is in place to respond to inclement weather conditions and potential school closings
- School visitor management including directing or escorting visitors to the main office, identifying visitors and following procedures for the release of students to parents and guardians is in place
- Emergency communication is provided by a variety of sources including the School Reach electronic parent and staff notification system; School Emergency Information For Parents brochure; District website; electronic message board at Grand Lane; and local media collaboration
- A Food Service safety plan is in place
- We have systems to report school safety and security concerns that are kept anonymous to the Help A Friend Line 207-0650 and Crime Stoppers In The Schools
- To prevent violence, gang and other graffiti on school district property is removed as soon as it is reported

PREPAREDNESS INITIATIVES-preparing to handle emergencies

- An all hazards approach has been used to identify and plan for potential school emergencies in our community
- Crisis teams are identified at each school to provide school crisis planning and response capabilities
- Standardized school crisis plans specific to each school are completed annually
- School crisis plans are submitted annually to the Superintendent for review
- A Superintendent emergency succession plan is in place
- A District Emergency Management and Crisis Response Team of District wide leaders and area emergency first responders has been identified. This district team meets regularly and participates in table top crisis scenarios with the emergency first responders
- Agencies that collaborate with school district leaders on school safety matters includes: The Haysville Police and Public Works Departments; Sedgwick County -Sheriff's Office, Fire Department, Emergency Medical Services (EMS), Emergency Communications (911), Emergency Management, Public Safety, Public Works and Health Departments; Wichita-Sedgwick County Missing and Exploited Children's Unit (EMCU); Wichita Police Department; Kansas Highway Patrol; Kansas Center for Safe and Prepared Schools; the Kansas Adjutant General's Emergency Management Department; and multiple weather services.
- School evacuation locations and procedures have been identified and visited
- Crisis, fire, tornado and bus evacuations drills are conducted regularly
- "Go Kits" of supplies that would be needed in an evacuation are developed at school
- The Operations Department staff have emergency equipment and supplies to support schools in an emergency
- The Transportation Department conducts monthly safety meetings for all employees
- Transportation Department staff are prepared to respond with buses and other vehicles to school crises
- Maintenance Department technicians are equipped to provide facility assistance for mechanical systems, plumbing, electrical and structural support in emergencies
- An emergency supplies, equipment and services vendor information list is available
- An Incident Notification System for school emergencies is in place to notify the Superintendent, other District administrators and Board of Education about school emergencies
- A Kansas Department of Homeland Security school safety and security assessment has been completed for district facilities. Enhancements have been made based on this assessment
- The Executive Director of Operations, Maintenance Supervisor and Transportation/Energy Director have been designated as afterhours emergency contact persons

RESPONSE INITIATIVES-responding to emergencies

- The school's crisis plan will be implemented. Crisis team members will respond to the emergency while other staff will supervise their students. Crisis team members will assess the emergency, call for emergency services support, treat injuries and provide safety for the students, staff and visitors as needed
- District leadership will be notified about the school emergency
- The Executive Director of Operations, Maintenance Supervisor and Transportation/Energy Director will respond to school emergencies as needed to assess the situation, decide on needed resources and to communicate with the Superintendent or designee
- The Community Relations Coordinator or designee will respond to school emergencies to serve as the school districts public information officer and media coordinator
- The Executive Director of Operations or designee will serve as the school emergency incident commander and will serve in a unified command with emergency first responders when needed
- The district incident commander or designee will ensure communications with the school administrator, school crisis team and other staff at the school emergency
- Collaboration with emergency first responders will be established immediately upon arrival at a school emergency
- School district staff will document the number of injuries, the type of injuries and go to the hospital to provide victim support and command center information
- A safety perimeter around the school with the emergency will be set up as needed by law enforcement
- A specially marked and equipped school district vehicle will be used to provide a mobile command post at the scene of a school emergency. A school bus will be used as a mobile command post if the emergency requires more staff at the scene or if the emergency continues for a longer period of time. A building near the school emergency will be used for a command post if available and needed
- A school district command post for district leaders and Board of Education members would be established if needed
- Cell phones, land telephone lines, portable radios, portable computers and other communication methods will be utilized for communication during the school emergency
- School district Maintenance, Transportation, Custodian staff, and emergency vendors will respond to provide needed services for the school emergency
- Recovery planning based on the nature and severity of the school emergency would be conducted by the Superintendent and other district leaders
- The Assistant Superintendent for Business and Finance or designee will approve and document emergency costs as well as contact private vendors for immediate emergency support services, equipment and supplies as needed

RECOVERY INITIATIVES-recovery from emergencies

- Communications documents for staff, parents, students, community and media will be prepared and disseminated as needed by the Superintendent and the Community Relations Coordinator
- The Superintendent and other district leaders with the support of the Board of Education will ensure recovery planning and implementation regarding facilities, staff, learning services, transportation, counseling and food services will implemented as needed
- Crisis incident debriefing is included in the school crisis plans and would be conducted with staff involved in responding to the incident
- A crisis counseling team of school district counselors and social workers have been identified to provide student and staff emotional assessment, support and counseling as needed.
- Critical incident stress debriefing would be provided as needed to support staff, students and parents impacted by the incident
- Staff would be informed that EMPAC, Employee Assistance Consultants is available for staff as the school district's employee assistance benefit program that provides counseling and support at no charge for USD 261 staff who are experiencing crisis, trauma and other concerns
- One or more incident debriefing sessions would be conducted with district leadership staff, emergency first responders and emergency support vendors regarding responses and lessons learned
- Final incident and financial reports will be written as all of the incident data is received
- School counselors will continue to assess the emotional counseling and support needs of students and staff for as long as necessary after the emergency

IN CONCLUSION

As you can see, USD 261 has a comprehensive commitment to school safety and security. There are a wide variety of school safety initiatives in place within the Haysville Public Schools. Our Superintendent, other school district administrators and staff continue to research and institute additional best practices for school safety, security and emergency management in the Haysville Schools. Thank you for your ongoing interest, support and involvement in school policies, procedures, programs and funding to help our students and staff to be safe and successful in our schools.