PINELLAS TECHNICAL COLLEGE

Clearwater Campus

Health and Safety Plan

for the
Institution's
Employees, Students, and Guests
2026-2027

PCS PINELLAS COUNTY SCHOOLS

Pinellas Technical College, Clearwater Campus

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Overview

The Pinellas Technical College-Clearwater Campus (PTC-CLWTR) administrative, instructional, and support staff, including Pinellas Technical College - Clearwater Campus - Pinellas High Innovation, work together diligently to ensure a safe, orderly, and positive physical learning environment. This collaborative effort protects the health and safety of students, staff, and guests. To fulfill the goal of a consistently safe and healthy environment, the Pinellas County School Board and PTC-CLWTR policies, processes, and procedures related to health and safety issues are in place, implemented, and regularly evaluated. Teachers must attend Youth Mental Health First Aid (YMHFA) annually to assist with all aspects of student health. These policies, processes, and procedures are reviewed and revised regularly with input from all of us, employees and students. In addition, we all follow a system for reporting and investigating accidents.

Pinellas County Schools (PCS) has developed and promotes a comprehensive program to ensure the safety of its employees, students, and visitors. The safety program includes guidelines and procedures for responding to emergencies and activities to help reduce the frequency of accidents and injuries. To prevent or minimize injuries to employees, co-workers, and students and to protect and conserve School District equipment, employees must comply with the following requirements:

It is of utmost importance to observe all safety rules. Your adherence to these rules is crucial for maintaining a safe environment for everyone at Pinellas Technical College-Clearwater Campus.

Familiarize themselves with School District critical incident plans/procedures and emergency preparedness protocols.

Keep work areas clean and orderly at all times.
Immediately report all accidents to their supervisor.
Operate only equipment or machines for which they have training and authorization.

All employees must wear their employee ID badge while on school district property.

All students, staff, and visitors must comply with all PPE requirements while in a lab or shop area or as necessary in a classroom.

Visitors in the Workplace

All visitors are required to enter any district facility through the main entrance of either Student Services Building 1 or Administration Building 2. Unless escorted by staff, school

visitors must show proper identification, be screened through the school's visitor management system, and receive a temporary ID badge. This badge must be worn at all times while on campus when students are present.

Contractors and vendors on campus are required to always display a valid Level II identification by Pinellas County Schools (PCS) while on the premises. Employees who observe an unauthorized individual on district premises should immediately direct them to the director's office or contact the administrator in charge.

Employees with Weapons

No school system employee shall possess a weapon while on school property or at a school activity. Guns, whether operable or inoperable, loaded or unloaded, replica weapons, or antique weapons, may not be brought onto school property, including the parking lot, or to a school activity. Any confiscated weapon shall be immediately turned over to the principal/building administrator, who shall then hand it over to the proper authorities.

Authorized law enforcement officers, including School Resource Officers, are permitted to possess weapons while on duty. Furthermore, sworn law enforcement officers can carry their weapons on campus even when off-duty.

Bullying and Harassment

It is the policy of the Pinellas County School District that all students and school employees have an educational setting that is safe, secure, and free from harassment and bullying of any kind.

Pinellas County Schools will not tolerate bullying and harassment of any type. Conduct that constitutes bullying and harassment is prohibited.

The following are general processes and procedures designed to assure students, staff, and guests that PTC-CLWTR is a safe and healthy environment in which to teach and learn:

Safety Concerns or Threats

Pinellas County Schools has collaborated with Sandy Hook Promise to provide access to the Say Something Anonymous Reporting System. Through Say Something, anyone can securely and anonymously report safety concerns to help identify and intervene with individuals who may be at risk of harming themselves or others. The tips provided through this system are shared with appropriate law enforcement agencies and school officials.

In addition to Say Something, PCS also uses FortifyFL, a reporting tool for suspicious school-related activities. It allows students and community members in Florida to report anonymously any unsafe, dangerous, violent, or criminal activities or threats related to a school. FortifyFL was created and funded by the 2018 Florida Legislature as part of the Marjory Stoneman Douglas High School Public Safety Act.

The district has a dedicated threat assessment team that reviews each school-level threat assessment. The team comprises a school administrator, a social worker, a psychologist, and a law enforcement officer.

Accident Reporting System

The Pinellas County School Board directs that all reasonable efforts be made to ensure a safe learning and working environment for staff and that all district policies and procedures regarding reporting accidents to employees, students, or the public be followed.

Student Injury Reporting System

Student injuries must be reported using an electronic system. Designated personnel can enter injuries, print individual reports and generate school listings of incidents by year.

Employees and Volunteers

In the event of a work-related injury or illness, the employee or registered volunteer should notify his supervisor/director immediately (within 24 hours when possible) and obtain any medically necessary treatment from a provider within the worker's compensation network.

Visitors

Injuries to visitors should be reported promptly to the Safety & Loss Prevention Team of Risk Management using the Site Visitor Injury Report Form 3-868. Be sure to note all relevant information on the cause of the event.

Accident Investigation

Accident investigation is a necessary and effective technique for preventing recurring or future accidents. Thorough investigations of accidents allow for determining the primary cause and contributing factors and how to eliminate them. This technique leads to a safer and more productive workplace. Following an accident and after a report of the injury is completed, there should be some additional investigation beyond the report to identify the underlying causes of the accident. Employee Injury Investigation forms are available through Risk Management— PCS Form 3-870.

Site Emergency Plan

The PCS Emergency Operations Plan aims to identify and respond to incidents by outlining the responsibilities and duties of PTC-CLWTR and its employees. Developing, maintaining, and exercising the plan empowers employees in an incident to act quickly and knowledgeably. In addition, the plan educates staff, faculty, students, and other key stakeholders on their roles and responsibilities before, during, and after an incident. This plan assures students and other community members that PTC-CLWTR has established effective guidelines and procedures to respond to incidents/hazards.

As part of the PCS Emergency Operations Plan, the college conducts regular drills for various emergency scenarios such as fire (monthly), bomb threat (annually), severe weather (bi-annually), and Active Threat (quarterly). These drills help to ensure that staff, students, and visitors are well-prepared during critical incidents. The Site Emergency Plan includes easy-to-follow directions, scripts, and staff responsibilities for each critical incident. Staff has also been provided with emergency evacuation maps posted and discussed with classes as necessary.

Severe Weather drills are held once every semester, and all occupants of the school are required to participate. These drills are conducted to help students and personnel react quickly and appropriately during an incident. Administrative and selected staff members check every building according to a detailed schedule, which is reviewed and revised annually or more frequently if needed. After each drill, the selected staff members and administration meet to review the performance and effectiveness of the drill.

Evacuation Routes

Pinellas County Schools Fire Marshal is responsible for managing and developing evacuation routes. This includes performing professional technical fire prevention and inspection work. The Fire Marshal's duties involve enforcing State Requirements for Educational Facilities, Florida Building Code, Life Safety Code, Prevention Code, and other relevant state ordinances and regulations. The Fire Marshal manages the district's Fire, Health, and Safety (FHS) program, which also oversees building fire, casualty, and sanitation inspections.

Active Threat Response Plan

Quarterly age-appropriate active threat safety drills, led by the school's safety team, under the supervision of law enforcement and developed to align with best practices of the National Association of School Psychologists and the National Association of School Resource Officers.

The primary purpose of the Active Threat Response drills is to provide law enforcement, school leadership, and staff the opportunity to practice skills and protocols and to identify and correct areas of weakness in knowledge, communication, coordination, and decision-making. The goal is to empower participants, save lives, and prepare staff for their roles and responsibilities.

Safety Data Sheets

Safety Data Sheets (SDS) containing information on the safe handling and use of materials used by school maintenance personnel are easily accessible to staff and faculty through the HPO and Night Foreman. The SDSs are available in the maintenance department (Building 13) and Building 2 Administration.

Moreover, Safety Data Sheets for materials used by individual programs are kept in the classroom or workshop of the respective program area. These SDSs are readily available to staff and faculty through the program instructor.

Marjory Stoneman Douglas High School Public Safety Act

- The Marjory Stoneman Douglas High School Public Safety Act has resulted in the implementation of various safety measures in Pinellas County Schools. These measures have changed the daily operations at PTC-CLWTR, but it's important to note that some areas or vocational lab spaces may not fall under the guidance of this section, depending on the nature of the program or building.
- All staff will participate in safety training before students begin school, and we will continue with safety training throughout the school year.
- Safety drills will take place monthly.
- A School Safety Officer is in place on campus
- All classroom doors will remain locked and latched when students are present, and class is in session.
- All visitors must be cleared to enter the secure area of the school through Badge Pass.

Safety Measures & Panic Buttons

The Blue Lockdown Button is a hard-wired emergency lockdown system that enables any staff member in a school to initiate a lockdown during an emergency. It immediately informs the school and district administration as well as the police department.

Classrooms also have IP panic buttons that function as paging systems with two endpoints - the front office and the School's Police. Individuals can communicate using the classroom Cisco button. A quick press of a classroom button will call the front office area to announce the call. If the call is unanswered within 30 seconds, it will be forwarded to School's Police. A 3-second press will immediately call Schools Police. It's important to note that classroom buttons are for emergency purposes only.

A mobile emergency button is accessible to all staff on district property to initiate a lockdown during an emergency. This informs the school and district administration as well as the police department. This meets the requirements of Alyssa's Law. During the 2020 Legislative Session, the Florida Legislature passed Senate Bill 70, and Governor Ron DeSantis signed it into law to provide

an extra layer of protection in Florida's schools. The Legislature allocated $6.4 million in recurring state funds to ensure every Florida public school has this critical life-saving tool. In accordance with Section (s.) 1006.07(4), Florida Statutes (F.S.), all Florida public schools, including charters, must implement a mobile panic alert system capable of connecting diverse emergency services technologies to ensure real-time coordination between multiple first responder agencies beginning with the 2021-2022 school year. Such a system, known as "Alyssa's Alert," must integrate with local public safety answering point infrastructure to transmit 911 calls and mobile activations. The Alyssa Law was named after 14-year-old Alyssa Alhadeff, who was one of the 17 at Marjory Stoneman Douglas High School incident.

AED – Automated External Defibrillators

An AED is a medical device that contains a heart monitor and defibrillator used to administer an electric shock through a person's chest wall to the heart. The built-in computer system of the AED assesses the patient's heart rhythm, determines whether defibrillation is needed, and then administers a shock if necessary. Audible and/or visual prompts guide the user through the process.

AEDs are located at various sites around the campus and are checked daily.

Bleeding Control Kits

A bleeding control kit is a specialized collection of medical supplies designed to help control and manage severe bleeding. These kits are essential for emergency situations, especially when someone is experiencing significant blood loss due to trauma or injury. Here are the key components typically found in a bleeding control kit:

Tourniquets: Tourniquets are crucial for controlling severe bleeding from extremities (such as arms or legs). They work by applying pressure to the affected limb, restricting blood flow to the injured area. Modern tourniquets are designed to be effective while minimizing damage to surrounding tissues.

Pressure Dressings: Pressure dressings apply direct pressure to wounds. They help control bleeding and promote clotting. These dressings are often sterile and absorbent, allowing them to manage bleeding from open wounds effectively.

Hemostatic Agents: Hemostatic agents are specialized gauze or dressings impregnated with clotting agents. When applied to a wound, they aid in promoting blood clotting and stopping bleeding. These agents are particularly useful for injuries with heavy bleeding.

Compression Bandages: Compression bandages are used to secure dressings in place and maintain pressure on wounds. They help prevent further bleeding and provide stability to the injured area.

Remember that proper training and knowledge on how to use these components are essential. If you encounter a bleeding emergency, seek professional medical help immediately and follow any first aid guidelines you've learned.

Bleeding control kits are located at various sites around the campus.

Bloodborne Pathogens

The School Board aims to provide students and staff with a safe, educational environment. This goal can best be achieved by ensuring that all individuals associated with the school community are knowledgeable about disease transmission and prevention methods.
Unlike airborne pathogens, these diseases are transmitted through direct contact with body fluids and excretions, especially blood, vomit, feces, or urine. All employees are required to watch the Bloodborne Pathogens video. To comply with the Bloodborne Pathogens Standard, Pinellas County Schools have developed a program tailored to employees' educational needs and protection from bloodborne pathogens, referred to as the Bloodborne Pathogens Exposure Control Plan (ECP).

The purpose of the plan is to:

1. Prevent unprotected physical contact with bloodborne pathogens.

2. Provide appropriate treatment and counseling in the event that such contact occurs.

The Exposure Control Plan is available for review in each school or facility's administrative office and on the PCS Intranet under Employee Support, Employee Safety, and Bloodborne Pathogens.

The Risk Management Safety & Loss Prevention Team will review the Exposure Control Plan annually and, whenever necessary, to reflect new or modified tasks and procedures that

affect occupational exposure and new or revised employee positions with occupational exposure.

Evaluation & Revision

PTC-CLWTR's Health and Safety Plan is evaluated annually, incorporating feedback from employees and students, and revised as needed.