San Mateo County Schools
Comprehensive School Safety Plan
Part One: Public Component
2026-27 School Year

School District:	Pacifica School District
Address:	1427 Palmetto Ave Pacifica, CA 94044
School Site:	Ingrid B. Lacy Middle School
School Address:	1427 Palmetto Ave., Pacifica, California 94044 Pacifica, CA 94044
CDS Code:	41-68932-4130126
School Covered in Document	Ingrid B. Lacy Middle School
Address of School Sites	1427 Palmetto Ave

Date of Adoption:

Approved by:

Name	Title	Signature	Date
Chido Garcia	Assistant Principal/Chairperson		

Shannon Fern	Parent/Vice Chairperson		
Margart Twomey	Teacher/Secretary		
Gwendolyn Holden	Teacher		
Stan Martin	Teacher		
Guillaume Gendre	Principal		

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Safety Plan Vision

The Comprehensive School Safety Plan analyzes current safety conditions and school climate. In doing so, the plan describes programs in place at our school and defines the strategies and programs in place for continued improvement in providing a safe, orderly, school environment that is nurturing and conducive to learning. Appendices follow the action plan. These Appendices include specific, mandated policies and protocols connected to the safety strategies and programs described within the narrative of this document.

Comprehensive School Safety Plan Requirements

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school. State regulation requires the school site council or designated safety planning committee to write and develop the CSSP in consultation with a representative from a law enforcement agency, a fire department, and other first responder entities. The Comprehensive School Safety Plan for the current school year is reviewed, updated, and submitted to San Mateo County Office of Education by October 15th for review and approval. The District ensures that the CSSP is adopted by the school annually by March 1st; the CDE recommends the plan be approved by the (district) Board within a month of school adoption or as soon as possible. A copy of the Comprehensive School Safety Plan – Public Component is made available for review at the District Office and on the District Website. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual School Accountability Report Card (SARC).

District Office Address	District Website
1427 Palmetto Ave	www.pacificasd.org

Safety Committee

Ingrid B. Lacy Middle School Safety Committee

Name	Agency	Title	Membership Role
Guillaume Gendre	PSD	Principal	Incident Commander
Chido Garcia	PSD	Assistant Principal	Safety Officer
Chido Garcia	PSD	Assistant Principal	School Site Public Information Officer
Mark Boelter	PSD	PE Teacher	School Site Liaison Officer
Kristi Eifert	PSD	PE Teacher	Security/Search & Rescue
Gwendolyn Holden	PSD	Math/Science Teacher	Medical
Stan Martin	PSD	ELA/SS Teacher	Student Care & Supervision
Barbara Heppert	PSD	School Assistant/Attendance	Student Release
Jonathan Slusher	PSD	Counselor	Crisis Response
Jonathan Weisblatt	PSD	Counselor	Crisis Response

Components of the Comprehensive School Safety Plan (EC 32282)

The Comprehensive School Safety Plan (CSSP) includes the following components:

Assessment of all crime committed on school campuses and at school-related functions; 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; child abuse reporting procedures; student supervision and professional boundaries, disaster, emergency, and crisis response procedures; mobile communication devices, procedures to allow a public agency to use school buildings, grounds, and equipment for mass care and welfare shelters during an emergency, suspension and expulsion policies; annual notification related to the safe storage of firearms; the reporting by a school official of any threat or perceived threat to law enforcement; threat assessment procedures; procedures to notify teachers of dangerous pupils; discrimination and harassment policies; school-wide dress code policies; procedures for safe ingress and egress; policies enacted to maintain a safe and orderly environment; rules and procedures on school discipline and hate crime reporting procedures; procedures for responding to dangerous or violent activities, criminal incidents, active shooters, or other armed assailants; procedures to respond to a sudden cardiac arrest or other similar life-threatening medical emergency while on school grounds; protocol for responding to a pupil in grades 7-12 who is suffering or is reasonably believed to be suffering from an opioid overdose; bullying prevention policies and procedures; an Instructional Continuity Plan.

The safety plan may include procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of a school. Districts and County Offices of Education are encouraged to include strategies to create and maintain a positive school climate, mental health protocols for the care of students who have witnessed a violent act at any time, and clear guidelines for the roles and responsibilities of the following positions (if used):

- Mental Health professionals, school counselors
- Community Intervention Professionals
- School Resource Offices, police officers on campus

Assessment of School Safety

Current Status of School Crime (EC 32282.1)

Assessment of School Safety, specifically, an assessment of the current status of all crime at the school and the school related functions is accomplished by reviewing one or more of the following types of information:

- Office Referrals
- Attendance rates/School Attendance Review Board
- Suspension/Expulsion data
- California Health Kids Survey
- School Improvement Plan
- Local law enforcement crime data
- Property Damage data

Describe the data reviewed, key analysis points, and findings. Document how this information was shared with your SSC/planning committee and date shared:

Reviewed in a slide presentation 1-29-26
https://docs.google.com/presentation/d/1Bte6BD7drOXvxQ3Z6BJjON6x_IaSRQ94wglUBTgp1tA/edit?usp=sharing

The Pacifica School District, has a procedure in place in which principals, or their designees, are authorized to send notices to each student's parents or guardians when a violent crime, as opposed to just school related crime, or a sex offense is committed on its property or during sponsored programs, activities, and events.

The Pacifica School District, provides the following relevant information to all parents/guardians annually at the beginning of the first semester/quarter or trimester of the regular school term regarding a violent crime or sex offense committed on its property or during sponsored programs, activities, and events.

BP 5145.6 Parent/Guardian Notifications Status: ADOPTED
Original Adopted Date:01/24/2024| Last Reviewed Date: 06/24/26

The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=FF1tac6eAJAq70Axtlxm0g==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Exhibit 5145.5E (1) Parent/Guardian Notifications Status: ADOPTED
Original Adopted Date:06/05/2019 Last Reviewed Date: 06/24/26
The Exhibit can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=Qslsh4gxlP1gp10KW7JxlR8fQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&isPndg=&PG=6

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)

This section includes 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.

Student Threat Assessment Policy and Protocol

Sections 49390 through 49395 of the California Education Code require that a school official of a local educational agency that serve pupils in any grades from six through twelve as part of a middle school or high school of any school district, county office of education, or charter school shall immediately report homicidal threats, or perceived homicidal threats, they have observed or been alerted to, directly to law enforcement. Upon receiving notification of a threat by a school official, law enforcement must conduct an investigation and threat assessment. The investigation and threat assessment must include a review of the Department of Justice's firearm registry and a search conducted at the school site, but "only if the search is justified by a reasonable suspicion that it would produce evidence related to the threat or perceived threat." LEAs must support law enforcement with investigating the threat and conducting a threat assessment.

The San Mateo County Office of Education operates the San Mateo County Student Threat Assessment Center that oversees the Student Threat Assessment Protocol/Process for all school districts in the county. The Student Threat Assessment Protocol and Process is designed for use with students who are engaged in circumstances that suggest the potential for aggression directed at other people, including procedures related to students bringing weapons on school campuses and at school related functions. The San Mateo County Student Threat Assessment Protocol is designed for Districts and/or school sites to oversee the site based multi-disciplinary Level 1 Threat Assessment team. A County-Wide Level 2 Student Threat Assessment Team that is Multi-Disciplinary Team made up of Leaders from San Mateo County Office of Education, Behavioral Health and Recovery Services, the Office of Consumer and Family Affairs, Juvenile Probation, Child and Family Services, Members of Law Enforcement and the County Attorney's Office. This team meets regularly and as needed to provide support to school sites and districts in assessing, responding to, and providing services to students who make targeted threats of violence or suggest the potential to do so.

Annual updates and training on the protocol and process are provided by the San Mateo County Office of Education.

Any certificated or classified employee, or other school official, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle of high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, shall immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. (Education Code 49390, 49393)

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.
Regulation 5142: Safety Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Revised Date: 05/31/2023 | Last Reviewed Date: 05/31/2023

Notification to Parents/Guardians of Safe Storage of Firearms

Section 48986 of the California Education Code (EC) requires that all kindergarten through grade twelve school districts, county offices of education, and charter schools shall annually inform parents and guardians of California's child access prevention laws and laws relating to the safe storage of firearms at the beginning of the first semester or quarter of the regular school term. School districts are encouraged to use the California Department of Education Template of Memoranda regarding Safe Gun Storage, or create their own.

Pacifica School District provides the following information regarding Safe Storage of Firearms to all Parents/Guardians annually at the beginning of the first semester/quarter or trimester of the regular school term:

As found in the Annual Notice to Parents and Guardians:

Safe Gun Storage

Guns are now the third leading cause of death for children in this country. Over 80 percent of the teens who commit suicide with a gunused one that belonged to someone in their home. Anyone who reasonably knos a child might access a firearm without permission, loaded or not, is criminally liable for where that firearm is taken, brandished, or how it is used. This includes all school facilities or activities, events, and public spaces. More information about gun safety and the safe storage of firearms can be found at https://oag.ca.gov/firearms/tips. Those responsible for access to a firearm could lose the right to own a firearm for 10 years, face fines imprisonment, and civil liability. When there is a threat of a homicide, school staff shall notify law enforcement. [EC 48980, 48986, 49390, 49391, 49392; PC 2500-25140]

Link to the entire Annual Notice to Parents and Guardians - Firearms Storage is page 18:
https://resources.finalsite.net/images/v1787700035/pacificasdorg/kbrvrly9sczdlmbfgkcn/ANTP26-27.pdf

Suicide Prevention Policy and Protocol

Suicide is one of the leading causes of death among youth. School personnel who regularly interact with students are often in a key position to recognize warning signs and initiate assistance and/or an appropriate referral. The San Mateo County Suicide Prevention Protocol for Schools provides schools/districts with a comprehensive approach to prevention, intervention and postvention strategies for students struggling with suicide and self-injurious behavior.

Measures and strategies specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. Prevention and Intervention strategies are developmentally appropriate for the student population that is being served. San Mateo County Suicide Prevention Protocol for Schools addresses the following:

- Strategies to help promote a positive school climate
- Staff development on suicide awareness and prevention for all K-12 staff
- Instruction to students in problem-solving and coping skills as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others
- Information to parents/guardians regarding risk factors and warning signs of suicide, basic steps for helping suicidal youth and school and community resources.
- Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
- Crisis intervention procedures for addressing suicide threats or attempts
- Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide.

BP 5141.52: Suicide Prevention. Status: ADOPTED

Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=8AIcKgbY6TRLUE77QNxKSQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5141.52: Suicide Prevention. Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=W4Ug05JuSHMplusiyjgvWBEWw==&ptid=amIgTZiB

Naloxone for Schools Toolkit to Reverse Opioid Overdoses (Optional)

Recent increases in opioid overdose-related deaths span across adult and youth populations, indicating that schools should develop and implement additional safety nets to protect students and school staff. In addition to drug awareness and education programs, schools and districts in San Mateo County can implement the Coalition for Safe Schools and Communities Naloxone Protocol for Schools to reverse opioid overdoses on campus.

San Mateo County Office of Education partners with the State of California to offer the Naloxone Distribution Project (NDP) to San Mateo County schools and districts. The NDP aims to reduce opioid-overdose deaths through training and the provision of free Naloxone. All TK-12 public school districts, charter schools, and private schools may participate. School Districts, Offices of Education and Charter School Entities shall establish minimum standards of training for the administration of naloxone hydrochloride or another opioid antagonist that satisfies the requirements of California Education Code 49414.3.

The Naloxone for Schools Toolkit complies with Education Code requirements detailing how to train staff, obtain, and administer Naloxone. San Mateo County Office of Education offers training on the Naloxone Toolkit to all schools in San Mateo County.

Chido Garcia has been trained in the use of Naloxone and the Naloxone Toolkit for Schools and is implementing the protocol in Pacifica School District Schools.

BP 5141.21: Administering Medication And Monitoring Health Conditions Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=317p0IooKYslsh0vwplusumikLCQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5141.21: Administering Medication And Monitoring Health Conditions Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=X3Xg6E2MNiyiPLslshKC68sXg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Child Abuse and Neglect Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)

Mandated Reporters, which includes school employees, and volunteers as defined in Penal Code section 11165.7, contractors, and governing board members, are required by the State of California to report any known or suspected instances of child abuse or neglect to the county child welfare department or to a local law enforcement agency. No proof of abuse or neglect is needed, only "reasonable suspicion" that child abuse or neglect may have occurred. Any concern about the possibility of child abuse or neglect must be reported. Investigations will be conducted by law enforcement and/or the county child welfare department to determine if abuse or neglect has occurred. Required annual training for mandated reporters includes requirements for reporting, what occurs when there is a failure to file a report, prevention of abuse including sexual abuse and assault, and professional boundaries. This training takes place within six weeks of hire, provision or services or within six weeks of the school year for returning employees.

Mandated reporters must report to the County Child Welfare Department or to local law enforcement immediately by phone. A written report must then be sent within 36 hours by fax, or it may be sent by electronic submission, if a secure system has been made available for that purpose in the county. Written reports must be submitted on the California Suspected Child Abuse Report Form 8572. Telling a supervisor does not meet the mandated reporting requirement. If a decision is made that the supervisor will complete and submit the report to the county child welfare department or law enforcement agency, then one report is sufficient.

For mandated reporters, Penal Code 11172 (a) provides absolute immunity from state criminal or civil liability for reporting as required. This immunity applies even if the mandated reporter acquired the knowledge or reasonable suspicion of abuse or neglect outside of his or her professional capacity or scope of employment. However, mandated reporters will only have immunity under federal claims if the report was made in good faith.

Legally mandated reporters can be criminally liable for failing to report suspected abuse or neglect. The penalty for this misdemeanor is up to six months in jail and/or up to a $1,000 fine. Mandated reporters can also be subject to a civil lawsuit and found liable for damages, especially if the child victim or another child is further victimized because of the failure to report.

BP 1240 Volunteer Assistance Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 09/10/2025
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=tQ6ZuZw0W3UnMDvqh1QlNw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 5141.4 Child Abuse Reporting Procedures Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 05/20/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=W4Ug05JuSHMplusiyjgvWBEWw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5141.4 Child Abuse Reporting Procedures Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 05/20/2026
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=W4Ug05JuSHMplusiyjgvWBEWw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Student Supervision and Professional Boundaries

Within the Pacifica School District, all school employees, adult volunteers, and contractors/vendors must be professional, transparent, aligned with educational purposes, and are required to follow established supervision practices that minimize the risk of harm to students. They must ensure visibility and accountability, and support student safety in both classroom and non-classroom settings. Procedures and expectations for student supervision and professional boundaries are intended to promote safe, respectful, and professional environments for learning and engagement. They are designed to ensure the supervision and protection of

students from child abuse or neglect, as defined in Penal Code section 11165.6, and from sex offenses, as defined in Education Code section 44010. These policies define appropriate conduct and outline expectations for professional, respectful, and safe interactions in all school-related settings.

Expectations and clear limits on contact and communication apply during or outside of the school day between individuals are communicated to both students and adults. These expectations also apply to all forms of communication, as outlined in board policy, and particularly when parent or guardian inclusion is not present. Limitations may vary based on student age or grade level.

The design, use, and furnishing of school facilities are intended and expected to promote safe, supportive, and easily supervised classroom and non-classroom environments. All employees, volunteers, and contractors are required to follow supervision and boundary policies.

These procedures apply during the school day, during school-sponsored activities, and in any other context in which students are under the supervision or responsibility of the school, including before- and after-school programs, extracurricular activities, athletics, transportation, and field trips.

BP 1114 District-Sponsored Social Media Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 01/21/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=NU45Qx8yFkDplusN1Tdorgxw Q==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 1240 Volunteer Assistance Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 09/10/2025
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=tQ6ZuZw0W3UnMDvqh1QlN w==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 3312 Contracts Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 03/11/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=mFjIUb73QorWGqslshlew6nu g==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 3514.2 Integrated Pest Management Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=S99GslshILekRLS1TlCGZxRCg= =&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 3515 Campus Security Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 05/20/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=jZlQNJpq3k8w53nRAhwBdQ= =&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 3515.2 Disruptions Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 03/29/2023|

The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=eq8MZemEfBDr7wp80xRvnw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4040 Employee Use Of TechnologyStatus: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 10/01/2025
The Board Policy can be viewed here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=dwN0vSqRFwUesHzk5MXWbA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4119.21 Professional Standards Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 05/20/2026
The Board Policy can be viewed here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=q6Lse830UiV9Nl8cQXMaFg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4219.21 Professional Standards Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 05/20/2026
The Board Policy can be viewed here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=GJq3GY1brx6ru6Q5Za2RZg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4319.21 Professional Standards Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 05/20/2026
The Board Policy can be viewed here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=cG7IOjUlzjfhjmNbEcVaLw==&ptid=amIgTZiB9plushN
Comprehensive School Safety Plan 12 of 33 9/1/26jl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4119.24 Maintaining Appropriate Adult-Student Interactions Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 06/24/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=RkPHyxOWnDuN2UVhW1ClkA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4219.24 Maintaining Appropriate Adult-Student Interactions Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 06/24/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=AfPsK8D6yXHPjAyKPhNslshfg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4319.24 Maintaining Appropriate Adult-Student Interactions Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 06/24/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=HEeaplush6qM9hwjRjSos9bzw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 5131 Conduct Status: ADOPTED

Original Adopted Date:03/29/2023| Last Reviewed Date: 05/20/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=o5VrOa00sdkZ6dt6Fi4Wyw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

Big Five: Immediate Action Emergency Response for Schools Protocol and Hazard Response Protocol

The San Mateo County Office of Education, in collaboration with Local Law Enforcement, County Government and Local Fire Departments, created the Big Five Immediate Action Emergency Response for Schools Protocol and Hazard Responses Protocol for all public, private and charter Schools in the County and update the protocols annually as needed. The Big Five Immediate Action Response is a protocol that can be implemented in a variety of different emergency situations. The Protocol is consistent with the guidelines established in California's Standardized Emergency Management System and integrate the procedures of the National Emergency Management System. All employees of the district are Disaster Service Workers, as defined by the California Emergencies Services Act, and are subject to such disaster service activities as may be rightfully assigned to them. All employees shall be required to subscribe to the oath or affirmation required by the Act.

When an emergency occurs, staff members take immediate steps to protect themselves, their students, and other people on campus. Staff, certificated and classified, are provided opportunities annually to be trained on the Big Five School Emergency Guidelines Immediate Action Response and Hazard Responses Protocol. The Big Five School Emergency Guidelines trainings specifically include training on the following:

- Earthquake preparedness, response, and recovery actions. Including Drop, Cover, and Hold On response protocols.
- Wildfire/Fire and Smoke Air Quality, bomb threat or explosion, dangerous wildlife, bioterrorism and hazardous material spill or leak procedures which may result in a Shelter-In-Place
- Evacuation/Relocation procedures and Student Release to Family for Reunification procedures
- Secure Campus procedures for act of violence or danger of violence in the surrounding community
- Lockdown/Barricade procedures for a violent intruder on school premises

The Hazard Responses Protocol includes guidance in the event of the following hazards: Chemical and Gas, High Winds, Fire Off-Site, Fire On-Site, Power Outages, Poor Air Quality, Heat Events, Heat-Related Illness, Tsunami, and Medical Emergency.

Staff members must learn and train on each Big Five Immediate Action Response and Hazard Responses and be prepared to perform assigned responsibilities. All students must be familiar with actions to take in the event that a Big Five response is implemented. It is highly recommended that school staff and students participate in Big Five trauma-informed, developmentally appropriate emergency drills monthly. Tabletop exercises, walk-through drills, and social stories are examples of trauma-informed and developmentally appropriate training and drills to be used by school sites. Big Five signage and instructions are publicly displayed at all school sites.

Procedures to prepare for active shooters or other armed assailants

School site staff should participate in action-oriented Lockdown/ Barricade (active shooter) drills. The Think on Your Feet Peet Book, which teaches young students what to do during a Lockdown/Barricade, Table-Top exercises, or Walk-Through Drills can be used in lieu of violent intruder drills or simulations when students are present. State regulations require that any Lockdown/Barricade drill conducted with students may not be high-intensity and must comply with the outlined requirements of EC 32282(K).

Immediate Action Responses

ACTION	DESCRIPTION
SHELTER IN PLACE	For environmental hazards: Go inside immediately. Close doors, windows, and vents.
DROP, COVER, & HOLD ON	For earthquakes and explosions: Protect from falling debris. Drop to the floor. Take cover and hold on.

SECURE CAMPUS	For potential threats of violence nearby: Go inside the nearest building. Close and lock all doors. Remain inside until threat has passed.
LOCKDOWN/BARRICADE	For immediate threats of violence on premises: Go inside. Lock and barricade all doors. Cover windows and turn off lights. Remain quiet and alert.
EVACUATION	When conditions outside are safer than inside: Employ “Look, Listen, and Leave”. Exit the building and move to a safe location.

Cardiac Arrest or Similar Life-Threatening Medical Emergency While on School Grounds

In accordance with state regulation, safety plans are required to include procedures to respond to incidents involving an individual experiencing a sudden cardiac arrest or a similar life-threatening medical emergency while on school grounds. General procedures to follow for a medical emergency on school grounds, including after school programs and events, are included in the Hazard Response Protocol. Staff are provided information and training annually by Pacifica School District on the use and location of any automated external defibrillator (AED); principals must notify pupils in grades 6-12 of the location of all AED units on campus.

The Governing Board recognizes that all district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, and threats of disaster. The district shall take all reasonable steps to prevent and/or mitigate the impact of a disaster on district students, staff, and schools.

The Superintendent or designee shall develop and maintain a disaster preparedness plan which contains routine and emergency disaster procedures, including, but not limited to, earthquake emergency procedures, and adaptations for individuals with disabilities in accordance with the Americans with Disabilities Act. Such procedures shall be incorporated into the comprehensive school safety plan. (Education Code 32282)

In developing the disaster preparedness plan, the Superintendent or designee shall involve district staff at all levels, including administrators, district police or security officers, facilities managers, transportation managers, food services personnel, school psychologists, counselors, school nurses, teachers, classified employees, and public information officers. As appropriate, he/she shall also collaborate with law enforcement, fire safety officials, emergency medical services, health and mental health professionals, parents/guardians, and students.

The plan shall comply with state-approved Standardized Emergency Management System (SEMS) guidelines established for multiple-jurisdiction or multiple-agency operations and with the National Incident Management System.

The Superintendent or designee shall provide training to employees regarding their responsibilities, including periodic drills and exercises to test and refine staff's responsiveness in the event of an emergency.

The Board shall grant the use of school buildings, grounds, and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board shall cooperate with such agencies in furnishing and maintaining whatever services the district may deem necessary to meet the community's needs. (Education Code 32282)

District employees are considered disaster service workers and are subject to disaster service activities assigned to them. (Government Code 3100)

The Big Five Immediate Action Response Protocol for School Administrators and Hazard Responses Protocol are found in the appendix of this plan. Site Specific Emergency Response plans can be found in the Comprehensive School Safety Plan; Non-Public Tactical components for each school site.

Mobile Communication Devices

The Pacifica School District recognizes that student use of smartphones and other mobile communication devices on campus may be beneficial to student learning and well-being, but could also be harmful and disruptive to the instructional program in some circumstances. The superintendent or designee may undertake measures or strategies, in accordance with law, to limit student access to smartphones and other mobile communication devices on campus. They may also prohibit use of a smartphone by a pupil in cases of emergency or in response to a perceived threat of danger, to be enforced by district employees. When on campus or when under the supervision of district employees, students may use smartphones and other mobile communication devices only as permitted under the noted policy and are subject to discipline for non-compliance with the policy.

BP 5131.8 Mobile Phone Communication Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=oplusgM9OjPohQByA5YT2jlrA==&ptid=amIgTZiB9pl
ushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Public Agency Use of School Buildings for Emergency Shelters

Pacifica School District shall make school buildings, grounds, and equipment available to the Department of Emergency Services or other disaster related public agencies, including the American Red Cross, for mass care and welfare shelters during a disaster or other emergency affecting public health and welfare.

BP 3516: Emergencies And Disaster Preparedness Plan Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Revised Date: 08/07/2024
The policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=FOfaDslshW93HevxfoxhhjTYA==&ppage=0&st=3516
&mt=Exact

AR 3516: Emergencies And Disaster Preparedness Plan Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Revised Date: 08/07/2024
The regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=fbCqVjw4ffTWJ1rPI1IFWw==&ppage=0&st=3516&m
t=Exact

School Suspension, Expulsion and Mandatory Expulsion Guidelines
Pacifica School District desires to provide students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. Rules and regulations set the standard of behavior expected of students and the disciplinary process and procedures for addressing violations of those standards and therefore adheres to California Education Code 48915(a)(1) for grounds for suspension or expulsion.

BP 5144.1 Suspension And Expulsion/Due Process Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=Nslsh6bwkfGtrlHb2TdZ7jLXw=

=&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=LQDcplusrAG8EdVklUXbkplusMQg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5144.2 Suspension And Expulsion/Due Process (Students With Disabilities) Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=NyPafFWM78UT9jsQ3sjxDA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Procedures to Notify Teachers of Dangerous Pupils (EC 49079)
The Ingrid B. Lacy Middle School shall inform the teacher of each pupil who has engaged in, or is reasonably suspected to have engaged in, any dangerous acts as described in EC sections 48900, 48900.2, 48900.3, 48900.4, or 48900.7 (excluding 48900[h]).

The Ingrid B. Lacy Middle School shall provide the information to the teacher based upon any records that the district maintains in its ordinary course of business or receives from a law enforcement agency regarding a pupil described in this section. An employee of Ingrid B. Lacy Middle School who knowingly fails to provide information about a pupil who has engaged in, or who is reasonably suspected to have engaged in, the acts referred to in subdivision (a) is guilty of a misdemeanor, is punishable by confinement in the county jail for a period not to exceed six months, or by a fine not to exceed one thousand dollars ($1,000), or both.

Any information received by a teacher pursuant to this section shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the teacher.

BP 4538: Employee Security Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=5yau3Rhd7BgNaeW9W1qHPQ==&ptid=amIgTZiB9pl
ushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 4538: Employee Security Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=SFrplusYIP7HfwRbzMmx7yrplusA==&ptid=amIgTZiB
9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Firearms on Campus

The Ingrid B. Lacy Middle School commits to providing a safe environment for students, staff, and visitors on campus. The Superintendent or designee shall consult with local law enforcement, insurance carriers, and other appropriate individuals and agencies to address the security of school campuses.

District policy regarding the possession of firearms and/or ammunition on school grounds is included in the district's comprehensive safety plan and communicated to district staff, parents/guardians, and the community.

Only those persons specified in Penal Code 626.9(l)-(o) and 30310 are authorized to possess a firearm and/or ammunition on school grounds. School grounds include, but are not limited to, school buildings, fields, storage areas, and parking lots. The Superintendent or designee shall not grant permission to any other individual to carry a firearm or ammunition on school grounds.

FIREARMS ON SCHOOL GROUNDS

Board Policy 3515.7: Firearms On School Grounds.
Original Adopted Date: 03/29/2023 | Last Revised Date: 03/29/2023. Status: ADOPTED
The Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=VZ2YH4slsh2ccTzjQHA25WKYQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

WEAPONS & DANGEROUS INSTRUMENTS

Board Policy 5131.7: Weapons and Dangerous Instruments. Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Revised Date: 05/31/2023
The Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=ZG2aoyN56skCGfiP7JSslshHg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Regulation 5131.7: Weapons and Dangerous Instruments. Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Revised Date: 05/31/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspxS=36030354&revid=eQJyplusX5LaVxv2A8n68plusrAg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Sexual Harassment Policies (EC 212.6 [b])

The Pacifica School District is an equal employment opportunity employer and is committed to implementing a policy of nondiscrimination in all aspects of employment.

Pacifica School District provides equal opportunity to all applicants and employees without regard to race, color, religion, pregnancy, sex, sexual orientation, gender identity or perceived sex or gender, genetic information or characteristics (with respect to the applicant, employee, or a family member), national origin, ancestry, age, physical or mental disability, medical condition, family care status, marital status, veteran's status, uniformed service, or other basis protected by state or federal law.

Pacifica School District does not unlawfully discriminate based on the perception that anyone has any of those characteristics or is associated with a person who has or is perceived as having any of those characteristics.

BP 4119.11: Sexual Harassment Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=qwOidImcj9nAjUvD4plusQApg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4219.11: Sexual Harassment Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=lQLOSxJ0AOev1MvqtY7NqQ=

=&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4319.11: Sexual Harassment Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=9zsVH9plusvq4BzrVXN5WJL4Q==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 5145.7: Sexual Harassment Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 06/24/2026
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=DMMGqLrYIgIjplusJGLRLHhwg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 4119.12: Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=x3J91WBeTxLZpERHXpluseehw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Exhibit 4119.12E(1): Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Exhibit can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=3UShozncHzVTOOfiGss5UA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 4219.12: Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=QtidsBTxmJInZEXepplusQKKg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Exhibit 4219.12E(1): Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Exhibit can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=QJoblIUcca5oYmAlj84plus3Q==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 4319.12: Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=5TslshnXwxSjk0McbDGzvoplusIA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Exhibit 4319.12E(1): Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 05/20/2026
The Exhibit can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=BbloR10JoO0CRR5SfUYslshjQ

==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5145.71: Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=9SLcfGNmcQslsh1GNic4a8BPw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Exhibition 5145.71E(1): Title IX Sexual Harassment Complaint Procedures Status: ADOPTED
Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Exhibit can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=jVwplusAn0REem0u9WlplusUtlLw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)

A school-wide dress code established pursuant to this section and Section 35183 shall be enforced at Pacifica School District and at any school-sponsored activity by the school principal or person designated by the principal. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. Pacifica School District expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activity in which they participate. Students are prohibited from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities.

BP 5132: Dress And Grooming Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=Z9pEMuXTUMwHtgBWtKGezg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5132: Dress And Grooming Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=zF0xyeFbeoP9UBWXhUWkBA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)
In an effort to ensure the safety of students, staff, parents and campus visitors specific policies and procedures have been enacted at Pacifica School District.

Content of the Safety Plan

AR 0450: Comprehensive Safety Plan Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 05/31/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=UTQpnV29SkuUZxpQGMJplusUQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP1250: Visitors/Outsiders Status: ADOPTED

Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=PRFzXt5AyguTsmaunV76bA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR1250: Visitors/Outsiders Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=ugmrIYTvuuE9Caf4slshxU0OA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

(Optional) Other Programs, Procedures or Policies for Safe Ingress and Egress Include:

- Student Transportation Procedures (optional)
- Student Drop Off & Parking Procedures (Optional)
- Other relevant Procedures or Policies (Optional)

Student Transportation Procedures:

AR 3541: Transportation Routes And Services Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=UIQs5pk5k7sHslshhI2UzNNBQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 3541.2: Transportation For Students With Disabilities Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=17KmTd8hplusY8roSEmgbJjNA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 5343: Transportation Routes And Services Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=AYkVa6ziSpW32mb1FGob2g==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Safe Routes to School Program (Optional Section)
The San Mateo County Office of Education and Pacifica School District participates in the Safe Routes to School Program which results in less traffic congestion around schools; improved air quality; a greener, healthier community; and an increase in self-reliance among San Mateo County children who walk and bike to school. The San Mateo County Safe Routes to School Program provides bike and pedestrian education and walk audits that assess the walkability and bike ability of a school and its surrounding environment. These audits include analyzing traffic patterns and travel to and from a school. Walking and biking route maps can also be generated to support safe and efficient travel flow to and from a school. San Mateo County Safe Routes to School program places particular emphasis on providing access and support for students whose families have limited financial means, students of color, students of all genders, and students with disabilities, and works to provide additional resources to schools in low-income communities, particularly technical assistance for schools serving low-income communities with higher rates of traffic collisions involving pedestrians and cyclists. The program fosters a city/school relationship around infrastructure for safe walking and bicycling to school.

Electrical Bicycles (E-Bikes) (Optional Section)
San Mateo County Office of Education Safe Routes to School offers electrical bicycle (e-bike) safety resources for student safety. E-bike riders must follow all traffic rules and regulations. Schools permitting e-bikes on school grounds communicate to families the types of bikes permitted, the e-bike policy, the process of permitting by the school district, and require student riders to take an online e-bike safety class that includes lithium-ion battery safety tips. E-bike batteries are not permitted to be charged on school grounds. Students are required to walk e-bikes when entering school grounds, including parking lots, and store the bike in the designated location. E-bikes are stored away from exit doors and anything that can become hot or catch fire. A legal e-bike has working pedals, a maximum of 750 watts, and a maximum speed capability of 20mph for a Class 2 e-bike. Students age 17 and under are required by law, California Vehicle Code 21212a, to wear a properly fitted and fastened helmet when riding an e-bike. State regulations require riders of Class 3 e-bikes to be at least 16 years of age.

As the use of e-bikes continues to grow among students, promoting e-bike safety has become an important part of our school's safety efforts. E-bikes can offer a fun, efficient, and environmentally friendly way for students to get to and from school; they require responsible riding practices. The school encourages all students and families to review and follow California laws related to e-bike use, including helmet requirements, age restrictions for certain classes of e-bikes, and safe riding behaviors. Our school supports e-bike safety education, including proper speed control, awareness of traffic laws, and the importance of staying alert while riding. Ongoing collaboration with local law enforcement, Safe Routes to School programs, and community partners promotes safe riding habits and reduces the risk of injury.

A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

The Pacifica School District works to enhance student learning by providing an orderly, caring, and nurturing educational and social environment in which all students can feel safe, connected, and take pride in their school and their achievements. Positive relationships between all members of the school community are paramount.

Positive School Climate:

School climate refers to the quality and character of school life. School climate is based on patterns of school life for all stakeholders, including students, parents, and staff. A school's climate reflects norms, goals, values, interpersonal relationships, teaching and learning practices, and organizational structures. A positive school climate fosters positive youth development and supports a high-quality learning environment that provides young people with the foundation to pursue productive and rewarding lives.

Evidence of a positive school climate includes the following:

- Norms, values, and expectations that support social, emotional, and physical safety
- Respectful and engaging interactions and relationships
- A shared school vision that includes students, families, and educators working together
- Educators who lead by example and nurture positive attitudes
- Meaningful participation in the operations of the school and care of the physical environment by all stakeholders

BP 5137: Positive School Climate. Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=sm8gaQc7di2RVRZ7VvaC5g==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Programs/Procedures to Address Mental Health Care for Students Who Have Witnessed a Violent Act (Optional)

Students who have witnessed a violent act at school or at a school sponsored activity, while going to or coming from school or a school sponsored activity, or during a lunch period on or off campus, will need attention to address their mental health. Witnessing violence and being a victim of violence at school have been found to be significantly associated with psychological trauma symptoms. Schools should work to identify these students and provide appropriate and timely linkage to mental health services.

BP 5141.5: Mental Health. Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Revised Date: 01/24/2024 | Last Reviewed Date: 01/24/2024
Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=05jR4Mb8DslshuslshdR06oKKRYg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Mental Health Supports and School Resource Officers on Campus (EC 32282.1)
(Optional)

Pacifica School District recognizes that to maintain a positive school climate, promote school safety, and increase pupil achievement, mental health and intervention services including restorative and transformative justice programs and positive behavior interventions and support must be prioritized.

The following procedures, protocols, and board polices pertain to how the mental health professionals, school counselors, and school resource officers (if utilized) work directly with students to create and maintain a positive school climate for students:

Pacifica School District prioritizes and promotes the development of positive school climate at all schools, which is facilitated by a tiered system of support for students. Tier 1 supports include the Caring School Communities Social-Emotional Learning curriculum, as well as school and class wide proactive interventions and clear expectations for behavior. Tier 2 interventions include counseling services, small-group support and behavior intervention plans. Tier 3 interventions are intensive, specialized services, most often driven by assessment and including special education services. The Tier 1 and Tier 2 supports are often delivered or directly supported by school counselors The District also employs a restorative approach to discipline where by students receive meaningful consequences that help them to recognize the harm their behavior has caused and then take steps to repair this harm productively. Suspension may only be used when all other means of correcting behavior have been exhausted. Pacifica School District's goal is to maintain a school environment where students feel safe, expectations are clear and their are multiple opportunities for student's to enhance their engagement in learning.

School Discipline Rules and Consequences (EC 35291 and EC 35291.5)
Ingrid B. Lacy Middle School is committed to providing a safe, supportive and positive school environment which is conducive to student learning and to preparing students for responsible citizenship by fostering self-discipline and personal responsibility. High expectations of student behavior, use of effective school and classroom management strategies, provision of appropriate intervention and support, and parent involvement can minimize the need for discipline measures that exclude students from instruction as a means for correcting student misbehavior.

The Pacifica School District employs a restorative approach to school discipline whereby students recognize the harm their behavior may have caused and take steps to repair the damage and proceed appropriately. It is the District's priority that meaningful alternatives to suspensions are implemented in response to behavioral transgressions.

BP 5144: Discipline. Status: ADOPTED
Original Adopted Date: 03/06/2019 | Last Reviewed Date: 03/06/2019
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=DNpXBuplusEsq4I8ui87Mzfpw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5144: Discipline. Status: ADOPTED
Original Adopted Date: 03/06/2019 | Last Reviewed Date: 03/06/2019
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=Axca60WQnzCwTEiyWQRHhg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Hate Crime Reporting Procedures and Policies

Discrimination and Harassment Policies Including hate crime reporting)
Pacifica School District believes all students are entitled to a safe, orderly, caring, and equitable learning environment that promotes academic achievement, school connectedness, and meaningful participation for all students.

- Protect the right of all students, staff, and parents/guardians to be free from harassment or any activity that degrades the unique qualities of an individual or association with a person or a group with one or more actual or perceived protected characteristics, to include students' parental, family, or marital status, ancestry, color, race, gender, gender identity, gender expression, ethnicity, age, culture, heritage, sexuality, physical/mental/intellectual attributes, or religious beliefs and practices.
- The Pacifica School District expressly prohibits discrimination, intimidation, bullying, cyberbullying, or harassment of any student or employee by any employee, student, or other person on any school campus or at any school activity whether on or off campus.
- School personnel will take immediate steps to intervene when it is safe to do so and when he or she witnesses an act of discrimination, harassment, intimidation, or bullying.
- The Superintendent or designee shall ensure that all students receive age-appropriate information on sexual harassment.
- For students in grades 4-12, disciplinary action may include suspension and/or expulsion provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account. Any staff member found to have engaged in sexual harassment or sexual violence toward any student shall be subject to discipline up to and including dismissal in accordance with applicable policies, laws, and/or collective bargaining agreements.
- The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable Pacifica School District to monitor, address, and prevent repetitive harassing behavior at Pacifica School District schools.

BP 0410: Nondiscrimination In District Programs And Activities Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 10/30/2024
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=plusr10knU0nG7SDVslshRwfpuYw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 1312.2 Complaints Concerning Instructional Materials. Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 10/30/2024
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=Xy6BUuTqu93MYcPTjdwslshfg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 1312.2 Complaints Concerning Instructional Materials. Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 10/30/2024
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=VW2TLuHI7atpKpHY6IrUTw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 1312.3 Uniform Complant Procedures. Status: ADOPTED

Original Adopted Date: 03/29/2023 | Last Reviewed Date: 10/30/2024
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=X1I4sGXUjwnqgdHH7VsYGg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 1312.3 Uniform Complant Procedures. Status: ADOPTED
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https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=2kS35AtpFOafXdHfFkp4mg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR1312.4 Williams Uniform Complaint Procedures
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 10/30/2024
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=slshYnfI9ELqnCsWQCLziigSw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 4030 Nondiscrimination In Employment. Status: ADOPTED
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The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=aznbYZ0VplusN5jGPHuSVkl9g==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 4030 Nondiscrimination In Employment. Status: ADOPTED
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The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=qZV9uOc0RYVGplusqrEBHAmzw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 5145.3 Nondiscrimination/Harassment Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 05/01/2024
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=Qnboqslshea8Lc286owt6s1Iw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5145.3 Nondiscrimination/Harassment Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Regulation can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=ZIBCslshplust0wrwyAlUIbKc2cA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 5145.9 Hate Motivated Behaviors Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 03/29/2023
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=673jO57gT8GzNiIa5WXddQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Procedures for Preventing Acts of Bullying and Cyber-bullying

Pacifica School District recognizes the harmful effects of bullying on student well-being, student learning and school attendance and works towards providing a safe school environment that protects all students from physical and emotional harm. No student or group of students shall, through physical, written, verbal or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against another student, group of students or school personnel.

In compliance with ED Section 32283.5 Pacifica School District makes available the California Department of Education's online training resources to address and prevent bullying and cyberbullying to certificated staff and all other school site employees who have regular interaction with pupils.

BP 5131.2 Bullying Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 05/01/2024
The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=0slsh8JozJCfJnei22UNZRplus1g==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5131.2 Bullying Status: ADOPTED
Original Adopted Date: 03/29/2023 | Last Reviewed Date: 05/01/2024
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https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=RZplus07qplusbLKiJ0T9fSBVQow==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Instructional Continuity Plan

The Instructional Continuity Plan outlines provisions for instructional continuity in the event of a natural disaster or emergency and is a component of the Comprehensive School Safety Plan (CSSP).

PLAN OVERVIEW
The Instructional Continuity Plan (ICP) outlines provisions for instructional continuity in the event of a natural disaster or emergency. Pacifica School District will communicate with families of students as soon as possible, no later than five calendar days, following an emergency that requires implementation of an ICP. The plan outlines two-way communication, continuity of learning that includes support for students' academic needs, social-emotional and mental health, and access to instruction and other optional information such as support services, professional learning resources for staff, established emergency partnership/s, and considerations that determine the return to in-person instruction.

COMMUNICATION				
Type	**Source**	**Method**	**Purpose**	**Frequency**
District-wide	Superintendent or designee	Finalsite, PSD Website	Closure/reopening, resources, updates	As needed
School Site	Principal	Finalsite, PSD Website	Logistics, announcements, meetings, events, site resources	Weekly, at a minimum

Classroom	Teacher	Finalsite, email, and/or phone	instruction, assignments, assessments, resources	Daily: Monday-Friday on school days
Social Emotional and Mental Health	Student Services/School Counselors	Finalsite, email, and/or phone	Supports, resources	Monday-Friday as needed on school days

A plan for student access to instruction will be determined and communicated to families for students by Pacifica School District no more than 10 instructional days following the emergency. Logistics related to the specific emergency will be communicated to families as needed during the event. Remote instruction plans align with the board approved policy and administrative regulations for Independent Study. Continuity of learning includes students' well-being through access to physical, mental health, and other support professionals to ensure instruction is equitable, accessible, and inclusive.

Instruction and Assessment				
	Grades: PreK-2	**Grades: 3-5**	**Grades: 6-8**	**Grades:**
Remote or In-Person	Independent study/Hybrid	Independent study/Hybrid	Independent study/Hybrid	
Instructional Online Platform (resources, materials, schoolwork)	Clever, Google Meet/Zoom	Clever, Google Meet/Zoom	Clever, Google Meet/Zoom, Jupiter Grades	
Timeline of Instruction	Teachers will communicate with students daily to provide assignments, instruction, and/or assessment.	Teachers will communicate with students daily to provide assignments, instruction, and/or assessment.	Teachers will communicate with students daily to provide assignments, instruction, and/or assessment.	
Independent Study Plan	Teachers will create defined, applicable, achievable goals that take student's unique circumstances into consideration. PSD Independent Study Contract: https://drive.google.com/drive/folders/1BeV428a0lgQs1a5hRINlp-6o-TRL_edF	Teachers will create defined, applicable, achievable goals that take student's unique circumstances into consideration. PSD Independent Study Contract: https://drive.google.com/drive/folders/1BeV428a0lgQs1a5hRINlp-6o-TRL_edF	Teachers will create defined, applicable, achievable goals that take student's unique circumstances into consideration. PSD Independent Study Contract: https://drive.google.com/drive/folders/1BeV428a0lgQs1a5hRINlp-6o-TRL_edF	
Instructional Materials	Chromebooks & hot spots (if needed) to be distributed at the school site or from the district office.	Chromebooks & hot spots (if needed) to be distributed at the school site or from the district office.	Chromebooks & hot spots (if needed) to be distributed at the school site or from the district office.	
"Digital Backpack"	Teacher virtual classrooms, online	Teacher virtual classrooms, online	Teacher virtual classrooms, online	

	components for ELA and Math curricula. District subscriptions: Brainpop Jr. Seesaw Epic! Books	components for Ela, Math, Science and Social Science Curricula. District subscriptions: Brainpop Jr. Seesaw Epic! Books Typing Club Britannica CultureGrams Teaching Books Gale E Books & Search SIRS Discoverer Scratch Code.Org	components for Ela, Math, Science and Social Science Curricula. District subscriptions: Brainpop Jr. Seesaw Epic! Books Newsela Typing Club Britannica CultureGrams Teaching Books Gale E Books & Search SIRS Discoverer Scratch Code.Org	
Assessment and Monitoring Progress	ESGI, iReady, DIBELS, teacher generated formative & summative assessments	iReady, DIBELS (3rd only), teacher generated formative & summative assessments	iReady,teacher generated formative & summative assessments	

Social-Emotional and Mental Health				
	Grades: PreK-2	**Grades: 3-5**	**Grades: 6-8**	**Grades:**
Social-Emotional	Online SEL curriculum for Caring School Communities, online read-alouds; circles, classroom meetings.	Online SEL curriculum for Caring School Communities, online read- alouds, circles, classroom meetings.	Online SEL curriculum for Caring School Communities, online read- alouds, circles, classroom meetings, and facilitated discussions.	
Mental Health	Access to online resources, access to established counseling services, assess to the counselor, classroom meetings, intervention referral processes, home/school communications with resources	Access to online resources, access to established counseling services, assess to the counselor, classroom meetings, intervention referral processes, home/school communications with resources	Access to online resources, access to established counseling services, assess to the counselor, classroom meetings, intervention referral processes, home/school communications with resources	

Instructional Support				
	Grades: PreK-2	**Grades: 3-5**	**Grades: 6-8**	**Grades:**
Academic	Tutoring, Virtual office hours, check-ins	Tutoring, Virtual office hours, check-ins	Tutoring, Virtual office hours, check-ins	
Technology	Access to a Chromebook, access to a hotspot if	Access to a Chromebook, access to a hotspot if	Access to a Chromebook, access to a hotspot if	

	needed	needed	needed	
Students with Disabilities	Maintain all accommodations and IEP plans in accordance with remote learning guideline	Maintain all accommodations and IEP plans in accordance with remote learning guideline	Maintain all accommodations and IEP plans in accordance with remote learning guideline	
Foster Youth	assigned home/school liaison, check-ins	assigned home/school liaison, check-ins	assigned home/school liaison, check-ins	
Experiencing Homelessness	assigned home/school liaison, check-ins	assigned home/school liaison, check-ins	assigned home/school liaison, check-ins	
English Learners	Responsive to strengths, needs, identities; reflects coherent set of practices and pathways to support skills, language, literacy, and knowledge needed to meet their needs	Adapt lessons to ensure that students are accessing the content, ELD standards-based instruction in both small group and one-on-one instruction that address the four language domains of Listening, Speaking, Reading, and Writing, translation services	Adapt lessons to ensure that students are accessing the content, ELD standards-based instruction in both small group and one-on-one instruction that address the four language domains of Listening, Speaking, Reading, and Writing, translation services	

The school district will adapt the following services to the online or hybrid environment when necessary to support continuity of established support services.

- After School Programs

We will work with our afterschool care and ELOP partners to insure that students have virtual access to afterschool programs or in-person access if that is possible. Our current partners include: Happy Hall, City of Pacifica Child Care, Boys & Girls Club of North San Mateo County.

- Access to Meals

Our Child Nutrition Supervisor will coordinate with district staff and administrators to provide access to grab and go meals for families either through our school sites or at a centralized location, depending on the condition of our facilities.

PROFESSIONAL LEARNING: EDUCATORS

Educators are provided regular training on the tools, platforms, and strategies necessary to provide remote instruction and assessment to students through independent study (emphasizing pedagogies that support remote and hybrid learning environments; pd to support virtual classroom management).

	Grades: PreK-2	**Grades: 3-5**	**Grades: 6-8**	**Grades:**
Tools	Laptops, tablets, chromebooks, hotspots if needed, Google Suite, Zoom	Laptops, tablets, chromebooks, hotspots if needed, Google Suite, Zoom	Laptops, tablets, chromebooks, hotspots if needed, Google Suite, Zoom	
Platforms	Online components of ELA, Math, Science &	Online components of ELA, Math, Science &	Online components of ELA, Math, Science &	

	Social Studies Curricula. Intervention programs.	Social Studies Curricula. Intervention programs.	Social Studies Curricula. Intervention programs.	
Strategies	reviewing best practices for online instruction: including engagegment, online classroom management, communication with parents and students, etc.	reviewing best practices for online instruction: including engagegment, online classroom management, communication with parents and students, etc.	reviewing best practices for online instruction: including engagegment, online classroom management, communication with parents and students, etc.	

In collaboration with emergency officials, the school district will consider the following considerations, at minimum, to determine when students and staff are able to safely return to in-person instruction and will communicate necessary logistical and timeline of return information to families regarding the transition back to in-person instruction.

- Evacuation orders lifted
- Power and utilities functioning
- Healthy air quality
- Access to safe and clean water
- Campus free from debris and hazards
- Internet fiber lines connected and functioning
- Sufficient staff to cover those affected by the natural disaster or emergency
- Kitchens functioning for meal preparation
- Classrooms clean and functional
- Access to curriculum and instructional materials

ESTABLISHED EMERGENCY PARTNERSHIPS

Students may need to enroll or be temporarily assigned to another site, school district, county office of education, or charter school due to disruption of learning from a natural disaster or emergency. Per the California Department of Education, “When a pupil is temporarily reassigned to another LEA outside of the school district in which the pupil’s parent(s) or guardian resides, then, notwithstanding any other law, that pupil shall be deemed to have complied with the residency requirements for attendance in the LEA that is temporarily serving the pupil pursuant to the ICP.”

School District/Entity Name	Purpose
Cabrillo Unified School District	Temporary student enrollment, access to classrooms, after school program space, meals, kitchen, etc.

Presence of Immigration Enforcement

The Pacifica School District is committed to ensuring a safe and secure environment for all students and staff and protecting their rights. In the event of the confirmed presence of immigration enforcement on the schoolsite, the Pacifica School District will notify parents and guardians of pupils, teachers, administrators, and school personnel. The content and timing of such notification shall consider the safety and well-being of the pupils, employees, and community members of the schoolsite when determining when and how to issue the notification.

The notification may include a hyperlink to additional resources for families with information about their educational rights, state laws that protect parents' and students' privacy and confidentiality, and, if available, counseling or support services, which may include services that support families impacted by immigration enforcement, as well as model policies adopted by the Pacifica School District pursuant to Education Code § 234.7(g). No personally identifiable information shall be included in the notification.

The term "immigration enforcement" includes any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal civil immigration law, and also includes any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal criminal immigration law that penalizes a person's presence in, entry, or reentry to, or employment in, the United States.

BP 1445: Response To Immigration Enforcement Status: ADOPTED Original Adopted Date:02/25/2026| Last Reviewed Date: 02/25/2026 The Board Policy can be found here: https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=tKNw4GA91H8PPPAuzk6vnw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 1445: Response To Immigration Enforcement Status: ADOPTED Original Adopted Date:02/25/2026| Last Reviewed Date: 02/25/2026 The Regulation can bee found here: https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=bjkskxGD4gVlu45nDK3fLw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 5145.3 Nondiscrimination/Harassment. Status: ADOPTED Original Adopted Date:03/29/2023| Last Reviewed Date: 05/01/2024 The Board Policy can be found here: https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=Qnboqslshea8Lc286owt6s1Iw==&ppage=0&st=Nondiscrimination%20Harassment&mt=Exact

AR 5145.3 Nondiscrimination/Harassment. Status: ADOPTED Original Adopted Date:03/29/2023| Last Reviewed Date: 05/01/2024 The Regulation can be found here: https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=ZIBCslshplust0wrwyAlUIbKc2cA==&ppage=0&st=Nondiscrimination%20Harassment&mt=Exact

BP 1250: Visitors / Outsiders. Status: ADOPTED Original Adopted Date:03/29/2023| Last Reviewed Date: 003/29/2023 The Board Policy can be found here: https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=PRFzXt5AyguTsmaunV76bA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR1250: Visitors / Outsiders. Status: ADOPTED
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BP 5125: Student Records Status: ADOPTED
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https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=txm8cUIpluskeUiPzkzYETxjQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5125: Student Records Status: ADOPTED
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BP 5125.1: Release Of Directory Information Status: ADOPTED
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The Board Policy can be found here:
https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=KyBwCcLPSdEaFvXl6pE9qg==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 5125.1: Release Of Directory Information. Status: ADOPTED
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https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=KoCD4WwtIVq4H7PwU5kGcA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Exhibit 5125.1E(1): Release Of Directory Information. Status: ADOPTED
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https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=UNHez9ISDPejYHXQH3xlVQ==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

BP 1340: Access To District Records Status: ADOPTED
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https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=AuphfjFQrhpgmJp4OssXqw==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

AR 1340: Access To District Records Status: ADOPTED
Original Adopted Date:03/29/2023| Last Reviewed Date: 003/29/2023
The Regulation can be found here:

https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030354&revid=aiy5u8n5slshl9j1Q9eBSaatA==&ptid=amIgTZiB9plushNjl6WXhfiOQ==&secid=&PG=6&IRP=0&isPndg=false

Wildfire Response

Refuge Shelter Identification (Required)
Pacifica School District has an established procedure to identify a refuge shelter location within the school's boundaries to be used in the event of an early evacuation order by local authorities to shelter-in-place when evacuation is unsafe. This refuge shelter location has capacity to hold all staff and students until the Shelter-in-Place order is lifted.

Low/Moderate Fire Hazard Severity Zones: The refuge shelter location, capacities, and access considerations have been shared with the for operational awareness and structure defense planning.

Attachment: *Shelter-in-Place refuge location map with capacity specifics. (Located in Part Two in Appendix)*

Defensible Space Zones
Pacifica School District maintains compliance with defensible space zones as required by California Public Resource Code (PRC) 4291. Defensible Space requirements as outlined by PRC 4291 state that school sites maintain the area (Zone 2) from the school building to the area 100 feet from school buildings clear of debris, dried grass, fallen leaves and vegetation (Zone 1), regularly clearing dead or dry vegetation and create space between trees and items that can act as fuel for fires, and (Zone 0) maintain the first five feet from school buildings with hardscape, free of materials that could ignite from embers. Pacifica School District coordinates annually with to review defensible space, vegetation management, and site hardening considerations.

Attachment/Details: *School/District may include map of defensible space, or write in date of annual coordination/advisement with Jurisdictional Fire Department.*

Safety Plan Review, Evaluation and Amendment Procedures

The Comprehensive School Safety Plan is reviewed and evaluated annually and amended as needed by the School Site Council or designated School Site Safety Committee. Any updates made to the plan are shared with the law enforcement agency, the fire department, and any other first responder entities consulted in the development of the plan.

School District: Pacifica School District

School Site: Ingrid B. Lacy Middle School

Safety Plan Appendices for 2026-2027

The Big Five and Safety Resources

School safety is an ever-growing area of concern in our communities. As a result, the Coalition of Safe Schools and Communities and the San Mateo County Office of Education provide many resources to help school communities prevent emergencies and be better prepared in case an emergency occurs.

School Administrator Resources

The Big Five Related Documents

- Buddy Teacher List: Use this chart to identify Buddy Teachers for your school community in case of an evacuation.
- Emergency Communication Guide and Templates (Word Document): Use this interactive document to plan and execute your communication strategy before, during, and after a crisis.
- Emergency Planning Calendar: Use this planning calendar as a checklist for completing emergency preparation steps throughout the year.
- Emergency Response Box: Use this list to create Emergency Response Boxes.
- Go Bag: Use this list to support classrooms in maintaining an up-to-date Go Bag.
- Incident Command Cards: Learn about the various roles needed to respond to an emergency.
- School Incident Command Chart and Form: Use this form to develop an incident command chart for your school community.
- Survey of Staff Skills: Use this survey to identify your staff's skills that could be useful in an emergency.

Additional School Safety Resources

- Air Quality Resources (Spanish Air Quality Resources)**:** Learn how you can track air quality and prepare for days when air quality is poor.
- Facilities Report**:** Read recommendations for building safe school facilities to create and sustain a safe and supportive school campus.
- Fire Watch: Learn how to set up a fire watch when a school's fire alarm, sprinkler, or other fire suppression system is inoperable while the risk of fire danger is high.
- Memoranda of Understanding: An agreement used to establish temporary shelter site facilities and terms of use in the event of an emergency evacuation of students and staff of the district.
- School Air Quality Activity Recommendations (Spanish Activity Recommendations)**:** Follow this guide to determine what activities are safe for different air quality conditions.
- Comprehensive School Safety Plan: School Safety Planning Guide: This toolkit provides state requirements for the school safety plan, information, planning guidance and resources to support effective development of the safety plan.
- Wildfire Communication and Evacuation Plan: Use this template to outline the communication evacuation plan for sites designated as high/very high fire hazard zones. The template can be used for all zone levels, as designating a shelter refuge is a requirement of all school sites.

Additional School Safety Protocols

- Hazard Responses: Learn how to respond to hazards such as chemical and gas leaks, off-site fires, and power outages.
- Student Release Guidance for Schools: Guides the reunification of students with their families after an evacuation or other emergency incident on campus.

- Violent Threat to Schools Response Guidance: Use this document in collaboration with law enforcement to determine the immediate response when a threat is made.
- When to Close a School**:** This document helps determine whether your school and district should stay open during an emergency, weather event, or other circumstance.
- Trauma-Informed and Inclusive Practices Guidance: This guide builds upon the The Big Five Administrator and Staff Packets, with an emphasis on how to effectively communicate and engage with students.

Emergency Management Resources

San Mateo County Resources

The Big Five Immediate Action Emergency Responses
San Mateo County Coalition for Safe Schools and Communities

Student Threat Assessment Protocol
San Mateo County Coalition for Safe Schools and Communities

School Safety for Families
San Mateo County Office of Education

Preparedness Resources

The Standardized Emergency Management System
California Office of Emergency Services

Recovery Resources

Natural Disaster Resources
National Association for School Psychologists

Social Media and School Crises
California Association for School Psychologists

The Big Five Immediate Action Emergency Response Packets

The Big Five Community Packet (English (2026-2027), Spanish (2026-2027)

The Big Five Staff Packet

The Big Five Administrator Packet

The Big Five Overview Poster (English, Spanish)

Think-on-Your-Feet Peet

The Big Five is made engaging and easy to understand through the children's book, *Think-on-Your-Feet Peet*. This book acts as a great entry point to The Big Five in classroom settings without using active shooter drills, which may be traumatic for those involved.

Classroom Resources

Use the classroom resources below to help students learn The Big Five emergency protocols.

Think-on-Your-Feet Peet Digital Book:
English, Spanish

Think-on-Your-Feet Peet Activity Book:
English

TK-3rd Grade:
Lesson Plan, PowerPoint, PDF of Slides

4th-5th Grade:
Lesson Plan, PowerPoint, PDF of Slides

Middle School:
Lesson Plan, PowerPoint, PDF of Slides

High School:
Lesson Plan, PowerPoint, PDF of Slides