SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT

Policy 8130

SCHOOL SAFETY PLANS AND TEAMS

Emergencies and violent incidents in schools are critical issues that must be addressed in an expeditious and effective manner. The Board of Education recognizes its responsibility to adopt and amend a comprehensive district wide school safety plan and school ~~building level~~ emergency response plan(s) regarding crisis intervention, emergency response and management. As result, the District has adopted the National Incident Management System (NIMS) as its system of preparing for and responding to disaster incidents (see Board of Education resolution dated August 26, 2010).

Taken together, the district and ~~building~~ school plans shall provide a comprehensive approach to addressing school safety and violence prevention, as well as provide the structure where all individuals can fully understand their roles and responsibilities for promoting the safety of the entire school community. The plans will be designed to prevent or minimize the effects of serious violent incidents and emergencies, declared state emergencies involving a communicable disease or local public health emergency declaration and other emergencies, and to facilitate the district's coordination with local and county resources. The plans will also address risk reduction/prevention, response and recovery with respect to a variety of emergencies and violent incidents in district schools and will address school closures and continuity of operations in the context of epidemics/pandemics, in either the plans themselves or in addenda to the plans.

In accordance with state law and regulation, the district will have the following school safety teams and plans to deal with crisis intervention and emergency response and management:

Comprehensive district-wide school safety team and plan

The Board will annually appoint a district-wide school safety team that includes, but is not be limited to, a representative from the following constituencies: the Board, teachers, administrators, and parent organizations, school safety personnel, transportation, and other school personnel. This team is responsible for the development and annual review of the comprehensive district-wide school safety plan. The plan will cover all district schools ~~buildings~~ and will address violence prevention (taking into consideration a range of programs and approaches that are designed to create a positive school climate and culture), crisis intervention, sudden cardiac arrest or similar life threatening emergencies, emergency response and management including communication protocols, at the district level. It will include all those elements required by law and regulation.

The district-wide safety plan will include contracts or memoranda of understanding that define the relationship between the district, personnel, students, visitors, law enforcement, and public or private security personnel. These contracts or memoranda will be consistent with the Code of Conduct, and will define the roles, responsibilities, and involvement in the schools of law enforcement or security personnel. The role of school discipline will be clearly delegated to school administration.

~~The Superintendent of Schools and/or designee will be the district's chief emergency officer and will coordinate communication between school staff and law enforcement and first responders.~~ The chief emergency officer will ensure that all staff understand the district-wide school safety plan and receive training on the school ~~building~~-level emergency response plan, violence prevention and mental health, and will also ensure that district-wide and school ~~building~~-level plans are completed, reviewed annually, and updated as needed by the designated dates. The chief emergency officer

will ensure that the district-wide plan is coordinated with the school ~~building~~-level plans and will ensure that required evacuation and lock-down drills are conducted.

Communication

The Superintendent of Schools and/or designee will be the district's chief emergency officer and will coordinate communication between school staff and law enforcement and first responders.

The Superintendent of Schools has the authority to communicate with the school community regarding emergencies, safety concerns, or potential threats when deemed necessary and appropriate.

District administration will assess the situation and determine if it needs to be communicated to the school community.

School ~~Building~~-level emergency response teams and plans

Each School ~~Building~~ Principal is responsible for annually appointing a school ~~building~~-level emergency response team that includes representation from teachers, administrators, parent organizations, school ~~building~~ safety personnel, other school personnel (including bus drivers and monitors), law enforcement officials, fire officials and other emergency response agencies. The emergency response team is responsible for the development and review of a school ~~building~~-level emergency response plan for each school ~~district building~~. The plan(s) will address response to emergency situations, such as those requiring evacuation, sheltering and lock-down ~~the school to shelter in place, hold in place, evacuate and secure lockout~~ at the school ~~building~~ level and will include all components required by law and regulation, including measures necessary to comply with Labor Law § 27-c to respond to public health emergencies involving a communicable disease. These confidential plans will include evacuation routes, shelter sites, medical needs, transportation and emergency notification of parents and guardians.

School ~~Building~~-level emergency response plans will include protocols in response to carbon monoxide alarms or detection. Alarm or detection of carbon monoxide will result in the appropriate actions as described by the emergency response plan.

~~School~~ Building-level emergency response plans must designate:

- an emergency response team that includes appropriate school personnel, local law enforcement officials, fire officials, and representatives from local, regional and/or state emergency response agencies to assist the school community in responding to a serious violent incident or emergency; and
- a post-incident response team that includes appropriate school personnel, medical personnel, mental health counselors and other related personnel to assist the community in coping with the aftermath of a serious violent incident or emergency.

During emergencies, staff are authorized to temporarily cover classroom door vision panels when it is likely to protect staff and students. For example, covering vision panels may prevent an intruder from determining if a classroom is occupied, thereby discouraging attempts to gain access. During emergencies, staff are also authorized to temporarily block doors to slow the access of intruders. School ~~Building~~-level emergency response plans must address the temporary covering of door vision panels and the temporary blocking of doors during emergencies.

The School ~~Building~~ Principal is responsible for conducting at least one test every school year of the emergency response procedures under this plan including procedures for sheltering and early dismissal.

To maintain security and in accordance with law, the school ~~building~~-level emergency response plan(s) are confidential and not be subject to disclosure under the Freedom of Information Law or any other law.

Threat Assessment Teams

The School ~~Building~~ Principal, in consultation with the Superintendent and/or designee, will annually designate a threat assessment team to provide ongoing support and information to identify, and assess individuals who may be potential threats to safety, with the intent of minimizing acts of violence in the school community. The threat assessment team will be composed of, but not limited to, the following personnel from both within the school and the larger community, as appropriate: school ~~building~~ administrators, legal counsel, the medical director and/or school nurse, school counselors, local mental health and social service providers, law enforcement, school resource officers, security personnel, and facilities and maintenance personnel. The team will meet regularly. The team will be mindful of the need for discretion and observance of confidentiality requirements.

Students will be encouraged to bring their concerns to any district employee. If a district employee becomes aware of a threat to the school community, they must inform the School ~~Building~~ Principal, who will convene the threat assessment team. The School ~~Building~~ Principal may request the participation of the following additional individuals who may have specific knowledge of the potential perpetrator: supervisors, teachers, students and parents. The School ~~Building~~ Principal is responsible for keeping the Superintendent informed about the activities of the threat assessment team. Threat assessment team members will receive appropriate training.

Armed Security Guards

~~Commencing with the 2023-24 school year,~~ The Board of Education hereby authorizes security guards as designated by the Superintendent of Schools who are duly registered under Article 7-A of the General Business Law and who have been granted a special armed registration card to possess firearms in school district facilities during the hours that they are employed by the District as security guards, in accordance with the provisions of Section 265.01-e of the New York State Penal Law. Additional requirements for security guards will be set forth in a memorandum of understanding between the District and any such company employing security guards with whom the District contracts.

Annual Review and Reporting

All plans will be annually reviewed and updated, if necessary, by the appropriate team by July 15. In conducting the review, the teams will consider any changes in organization, local conditions and other factors including an evaluation of the results of the annual test of the emergency response procedures which may necessitate updating of plans. If the plan requires no changes, then it will remain in effect. If the district-wide plan requires change, then the updated plan will be submitted to the Board of Education in time to allow 30-days of public comment and to hold a public hearing which provides for the participation of school personnel,

students, and other interested parties prior to Board adoption. All plans must be adopted by the Board of Education by September 1.

The Superintendent of Schools is responsible for submitting the district-level school safety plan and any amendments to the plan to the Commissioner within 30 days after its adoption, no later than October 1 of each year. The district-wide plan will be posted on the district's website. Each School ~~Building~~ Principal is responsible for submitting the school ~~building~~ level emergency response plan for the school ~~building~~ and any amendments to the plan, to the appropriate local law enforcement agency and the state police within 30 days after its adoption~~, but no later than October 15 of each year until the 2020-2021 school year, when it must be submitted by October 1 of each year~~ but no later than October 1st of each year.

Cross-ref: 0115, Bullying and Harassment Prevention and Intervention
5300, Code of Conduct
9700, Staff Development

Ref: Education Law §2801-a (school safety plans)
Executive Law §2B (state and local natural and manmade disaster preparedness)
Labor Law §27-c
8 NYCRR §155.17 (School Safety Plans and Teams)
General Business Law Article 7-A
New York State Penal Law_§265.01-e
School Safety Plans Guidance, New York State Education Department, June 2010

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