



Safety and Security



State Regulations

➤ Project Save

- Building-Level Safety Plans
- District-Wide Safety Plan

➤ Rules and Regulations of the Commissioner of Education

- 155.2 = Construction and Remodeling
- 155.3 = Comprehensive Public School Safety Program
- 155.4 = Building Inspections
- 155.5 = Uniform Safety Standards for School Construction and Maintenance
- 155.7 = Health and Safety in Existing Educational Facilities

➤ SED / New York State Fire Code / DOL / DEC / DOT





School Security

- ✓ Single-Point of Entry

- ✓ Access Control

- ✓ Key Fobs
- ✓ Badges

- ✓ Building and Room Keys

- ✓ Cameras

- ✓ Inside
- ✓ Outside
- ✓ Buses - All





Comprehensive Safety Program





Staff Training

Annual/On-going

- Fire Safety – Code Compliance
- Mental Health (Awareness/Signs and Symptoms)
- Emergency Management
 - Response Actions
 - Classroom Set-Up and Safety
 - Procedures
- DASA (Dignity For All Students Act)
- Emergency Preparedness (State/Local Police, BOCES)
- Threat Assessment (Administration)



Student Training

- Emergency Preparedness
 - “SHELL”
 - Procedures
 - “See Something – Say Something”
- DASA (Dignity For All Students Act)

“Safe Zones”



Safety Drills

Fire Drills - Building

- Mandated = 8 (Scenario Based)
- Additional
 - During Construction Projects

Fire Drills – Buses

- Mandated = 3

Lockdown Drills

- Mandated = 4 (Law Enforcement Support)
 - Evaluate, Critique, Adjust

***Any combination of fire and lockdown drills = 8 completed by December 31st**



Lockdown Drill –Evaluation Tool

<p style="text-align: center;"><u>Staff/Student Procedures</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Staff Swept Hallways Prior To locking Doors<input type="checkbox"/> Bathrooms Were Swept<input type="checkbox"/> Classroom Doors Were Locked/Secured<input type="checkbox"/> Students/Staff Were Out Of Site<input type="checkbox"/> Students/Staff Could Not Be Heard<input type="checkbox"/> Classroom Activities/Instruction Stopped<input type="checkbox"/> Staff Did Not Allow Access Into Their Classroom	<p style="text-align: center;"><u>Observation/Comments</u></p>
<p style="text-align: center;"><u>Building Safety</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Intercom Was Heard Inside/Outside Of The Building<input type="checkbox"/> Exterior Doors Were Locked<input type="checkbox"/> Boiler Rm, Custodial Rm, Electrical Rms, Kitchen/Cafeteria/Gym/Library Were Locked	<p style="text-align: center;"><u>Observation/Comments</u></p>

Additional Comments/Recommendations: _____

Evaluator's Signature: _____

Orange Cards

Shelter In-Place

Hold In-Place

Evacuate

Lockout

Lockdown

Emergency Response Card

Oneida-Herkimer-Madison BOCES

<p>SHELTER-IN-PLACE</p> <p>Used to shelter students and staff inside the building.</p> <p>Listen for instructions about the situation and take action.</p> <p>Remain in building or area unless evacuation directions are given.</p> <p>Classroom teachers take attendance.</p> <p>Stay in shelter area students, as needed.</p> <p>Move away from windows, if evacuation occurs.</p> <p>If instructed, move out of classroom in designated way and stay together if at all possible.</p> <p>Take attendance if instructed.</p> <p>Listen for updates.</p>	<p>HOLD-IN-PLACE</p> <p>Used to hold movement of students and staff while dealing with these non-emergencies.</p> <p>Listen for instructions about the situation and your actions.</p> <p>Students and faculty should remain in assigned classrooms, if possible.</p> <p>Classroom teachers take attendance.</p> <p>All other staff work students, as needed.</p> <p>Listen for updates.</p>	<p>EVACUATE</p> <p>Used to evacuate students and staff from the building.</p> <p>Listen for instructions about the situation and your actions.</p> <p>Lead students in designated assembly or evacuation assembly area with the necessary tools, if necessary.</p> <p>Bring your keys to the end of the route.</p> <p>Close the classroom door after exiting.</p> <p>Take attendance when safe to do so.</p> <p>Proceed quickly off site with possessions before meeting buses and cars outside of off site location.</p> <p>Listen for updates.</p>
<p>LOCKOUT</p> <p>Used to secure school buildings & grounds during incidents that pose an immediate concern outside of the school.</p> <p>Listen for instructions regarding the situation.</p> <p>Do not leave your location.</p> <p>Close all windows as they are.</p> <p>Take attendance.</p> <p>When told school buses have departed.</p> <p>Classroom teachers continue to monitor all students, especially those who are isolated.</p> <p>Listen for updates.</p>	<p>LOCKDOWN</p> <p>Used to secure school buildings & grounds during incidents that present an immediate threat of violence inside the school.</p> <p>When you hear lockdown announced, you should move quickly to secure the following:</p> <ul style="list-style-type: none"> If safe, gather students from classrooms and retreat into the lock-down classroom. Lock doors that are back to hallway. Move students to a safe area in the classroom not in sight of the door. Lower windows, turn lights off, etc. Bring your phone quiet, unless not possible. Take attendance, if possible. Do not communicate through door or window glass. Do not respond to PA announcements of the event. Stay calm and physically relaxed to the maximum possible. 	





Communication

District – Parent/Guardian

- Written / Notes
- Newsletters / Parent-Student Handbook
- “School Messenger”
- District Website: www.remsencsd.org
- Facebook
- Twitter

➤ **Parent/Guardian – District**

- Teacher/Principal
- District Office



Questions
