SAFETY COMMITTEE CHECK LIST

I. ROUTINE PROCEDURES:
   - Safety Committee Meeting Dates
   - Staff Development Dates
   - Critical Security Notifications and Offices
   - School Safety Agent Post Assignment

II. EMERGENCY PROCEDURES:
   A. Notification:
      - Principal
      - School Safety Division
      - Police
      - Superintendent
   B. Assignments for:
      - Supervisors
      - Deans
      - Other out of class staff
      - School Safety Agent
      - Teachers
      - Paraprofessionals
   C. Crisis Response Procedure: (A mechanism for summoning assistance)
      - Scanning Procedures
      - Visitor Control Procedures
      - Medical Emergency
      - Emergency Situation. This should be analogous to a “911” system and provide staff with
        some reasonable expectation of an appropriate and timely response.
      - Classroom Disruption
      - Intruder Procedures

III. STAFF DEVELOPMENT
   - Incident Reporting
   - Discipline Code
   - Teacher Removal of “Disruptive” Students From Classrooms
   - Suspensions
   - Corporal Punishment
   - Verbal Abuse

IV. SAFETY PLAN ADDENDA
   - Student Removal
   - Ladder of Referral
   - Incident Reporting

V. SAFETY PLAN ENDORSEMENT PAGE

For further explanation, contact the UFT Safety and Health Department.