

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