

# **EDUCATION SAFETY PROACTIVE PLAN**

## **Diocese of Davenport**

### **The Purpose of our School and Religious Education safety plan:**

Provide an environment in which our students are in a safe and caring facility so that they will have the opportunities to grow and learn, and integrate Gospel values in their lives.

### **Safety – Security Procedures**

#### **Rationale:**

In schools and educational programs today there is a high probability an event may occur that requires the need for the building and its occupants to be secured.

To work to ensure a safe environment for staff and students, the Diocesan schools and religious education programs have established a Safety/Security Plan.

#### ***Pre-emptive Operational Plan***

##### **Why acts of violence?**

1. Anger
2. Fear
3. Cry for help
4. Dysfunctional family
5. Frustration/not successful @ school
6. No dreams or goals
7. Other

##### **Student/community Profile**

1. Develop a relationship with local law enforcement
2. Develop a relationship with local service groups
3. Review local census information
4. Develop a relationship with local fire/medical services
5. Develop a relationship with Department of Social Services
6. Develop a relationship with Juvenile Court
7. % of free or reduced lunch
8. % of student body in Special Education/At-Risk programs
9. Other

##### **Student Body – Pro-Active Actions**

1. Homeroom (smaller groups than a class/grades)? (1:12) \*
  - a. Staff
  - b. Non-instructional
  - c. Group building
  - d. Dialogue
  - e. Support
  - f. Adult/child relationship

\*In our religious education programs the homeroom would be the grade or class

2. Identify students with potential for violence
  - a. Referral resulting in suspension (breakdown by semester)
  - b. Academic eligibility
  - c. B.A.T. team referrals
  - d. Attendance concerns
  - e. Students in need
  - f. Grade level problem-solving
  - g. AEA consultation
  - h. Other
3. Assigning of Student Services
  - a. "At-Risk" Program
    - Teacher
    - Counselor
    - School Social Worker
  - b. Special Education
  - c. Counselors
  - d. Health Clinic
  - e. Juvenile Court
  - f. St. Vincent De Paul (clothes)
  - g. Food Pantry/Share-Iowa
  - h. Other
4. Clear/Consistent communication of behavior expectations
5. Positive student empowerment
  - a. Mechanism for student input on behavior choices
  - b. "Due Process"
  - c. Encouragement when students make good behavior choices
  - d. Conflict Managers
6. Clear and consistent enforcement of outcomes for poor student choices
7. Positive and negative communication to parents/guardians
8. Semester statistical reports to be analyzed for insight and projections

### **Identify Types of Threats**

1. Student
  - a. Student to student
  - b. Student to staff
  - c. Non-student to student (Gangs)
  - d. Medical Emergency/Law Enforcement
2. Parent/Patron
  - a. Parent/Patron to student
  - b. Parent/Patron to Staff member
  - c. Parent to parent
  - d. Medical Emergency/Law Enforcement

3. Staff Member
  - a. Staff member to student
  - b. Staff member to Staff member
  - c. “Significant other” to Staff Member
  - d. Medical Emergency/Law Enforcement

**Staff In-Service: Anger Management—Students**

1. Anger: Roots of Violence
2. Adult behavior that may fuel anger
3. When anger erupts
4. Types of angry behavior
5. Creating an anger-safe environment
6. Strategies for peaceful interventions

**Staff In-Service: Anger Management – Adults**

1. Parent – Teacher Conference
2. Role Play
3. Communication
4. “Significant Other”

**Review of the Physical Plant**

1. Number of doors in the building
2. Maps readily available to law enforcement/medical services
3. Daily operational safety procedures
  - a. Custodians lock all doors -- except main doors
  - b. Only one way into the building during business hours
  - c. Security cameras for “blind areas”
  - d. Visitor check-in at office
4. Installed security system—operational after school hours

***Operational Plan: Safety/Security Protocol (2000)***

This protocol will go into effect for the safety of students and staff. Staff members are in-serviced in this protocol. Students are instructed on this protocol during homeroom time. This protocol is practiced just like fire or tornado drills.

A “2000 Protocol” happens when there is an event that occurs in the school/religious education program which results in the need for students to stay in classrooms with teachers. The event may range from an intruder in the building, to a drug seizure, to a medical emergency.

An announcement will be made over the P.A. system advising students and staff to follow the 2000 protocol.

Classroom doors are to be locked by all teachers. Students who might be in the hall are to enter the nearest classroom and sit quietly until the event is over. Teachers are to call the office only if they are missing students or have students who have joined the class.

Outside resources will be called at the discretion of the Program Administrator.

Staff members are to stay with their classes. REMAIN CALM. Do not use the phones unless directed to do so. Wait for instructions. Continue to conduct class. Staff members who are unassigned or in planning are NOT to check the building. Go to a locked room and wait for instructions.

An announcement will be made over the P.A. system when the event is over. Instructions will be given at that time.

\*There may be a need to activate the Crisis Plan. If you do not have one, please develop one.

**There is no way to secure a school/religious education program one hundred percent. Bad things can always happen. Schools or educational centers are only as safe as the environment that is created by the Program Administrator, Staff, Students, and Parents.**

**Listen to what is said by staff and students. Don't over react, but react. Identify those within the institution (adults and children) that may need some assistance. Try to provide them with the assistance. Be supportive. Ultimately, everyone will look to the Program Administrator.**

[Thank you to John Carver and Woodside Middle School (Saydel, IA) for sharing their plan.]