

## Facility Characteristics and Surrounding Area

### Staff and School Characteristics

- What is the school district name?
- What is the school name?
- When was the site assessment conducted?
- Who is on the site assessment team?
- What type of school is it? (Please select as many as appropriate for your school.)
- What grades does your school serve? (Please select as many as appropriate for your school.)
- How many staff members work at this facility?
- What is the total enrollment of students?
- What is the percentage of students enrolled in bilingual/ESL education?
- What is the percentage of students and staff with access and functional needs?
- What are the Global Positioning System (GPS) coordinates of the school?

### Surrounding Area and Neighborhood

- Which of the following best describes the environment of the campus/facility?
- Is the school adjacent to an interstate highway?
- Is the school off a major (4-lane) road?
- Is the school on a busy residential road (not divided by a median)?
- Is the school near an industrial area?
- Is the school near a transportation hub?
- Is the school near a petroleum gas pipeline?
- Is the school near railroad tracks (within 1,000 yards)?
- Is the school adjacent to a business district (e.g., grocery, convenience, fast food)?
- Is the school in or near a flood plain?
- Is natural surveillance from the neighborhood maintained, allowing neighbors and passing patrol cars to help serve as guardians of the school?
- Are there any hidden areas adjacent to the school that might provide intruders or students with cover for illicit activities?
- In consideration of possible fires and wildfires, are evacuation sites at least 300 feet from buildings?
- In consideration of possible chemical spills, is the school site in a depression or low area that can trap heavy vapors and inhibit natural decontamination?
- In consideration of possible explosive attacks, is the stand-off distance between buildings and the nearest parking or roadway at least 75 feet?
- In consideration of possible flooding, is the site at high risk if nearby water sources flood?
- Are there other community crime or community nuisance issues?
- Is the school near a major natural gas line?
- Are there any businesses in the area that pose a hazard to or block the school evacuation route?
- Has the school location been identified on a landslide hazard map?
- Is the school in a very high fire hazard severity zone or a wildfire zone?
- Is the school in a dam inundation zone?

- Are there adjacent high power transmission lines?

#### Intruder

##### Intruder

- Was the assessor able to gain entry into the facility unobserved?
- Any additional information? (Yes, No or delete question)

#### Special Conditions

##### Special Conditions

- Are there special or unusual elements at this facility?
- Is there any additional information? (Yes, No or delete question)

#### Demographics

##### Facility

- Is your campus primarily multi-story buildings?
- Is your campus primarily a multi-building campus?
- Is the initial construction date available?
- Has there been any significant remodels?
- Does the facility have a back-up generator?

##### Staffing Characteristics

- Are there new staff in the building this year, if so, how many?
- Is the principal new to this school this year?
- Has the board authorized employees to carry firearms on campus?

##### Student Population

- Does the school host specialized programs (Pre-school, Magnet programs, Head Start, etc.)?
- Is the expected bus recall time less than 20 minutes?
- Are buses district owned?
- Is there a significant walking population?
- Is the student mobility rate greater than 20%?
- Is the rate for free/reduced meals greater than 50%?
- Are out of district students attending your school greater than 10%?
- Are greater than 50% of students transported by bus?
- Does your school have a training program for emergency response beyond the required monthly fire drill?
- Is your school using the Idaho Standard Command Response for Schools (ISCRS) program?

##### Emergency Response

- Is emergency response less than 10 minutes for law enforcement?
- Is emergency response less than 10 minutes for the fire department?
- Is emergency response less than 10 minutes for EMS?

#### Staffing

**Security Officer**

- Do you have a security officer on site? ( FT=1, PT=0.5, On Call or < less than half time = .25)
- Are security officers authorized by your school board to carry firearms?
- Does the security officer have an office with a view of the school entrance or main hallway?
- Are security officers assigned to regularly inspect sensitive and/or critical areas?
- Do security officers maintain a visible presence during the school day?
- Does security staff have training in de-escalation?
- Does security staff have training in First Aid (CPR, AED, etc.)?
- Does security staff have training in suspicious person/suspicious package?
- Does security staff have training in how to respond to an intruder?
- Are security staff involved with site wide security planning?
- Are security services provided by a contracted third party?
- Do security staff access/monitor surveillance cameras?

**SRO**

- Does your school have a school resource officer assigned? ( FT= 1, PT= 0.5, On Call or < half time = .25)
- Do school-based law enforcement personnel maintain a regular visible presence during school hours of operation?
- Have School Resource Officers received any formal SRO training?
- Does school based sworn law enforcement school resource officer (SRO) have an office appropriately sited?
- Does law enforcement provide a visible presence on campus during school hours?
- Does a sworn law enforcement school resource officer (SRO) regularly make presentations to students/staff?
- Does the SRO serve on School Safety committee?
- Does your school have a designated law enforcement point of contact?
- Is the SRO assigned primarily to this campus?
- Does the SRO have a written job description?
- Is the SRO job description shared with the school administration?

**Nurse**

- Does your school have a nurse? ( FT= 1, PT= 0.5, On Call or < half time = .25)
- Is the nurse available for basic student care?
- Is the nurse available for classroom presentation?
- Does the nurse have a defined role in the school emergency response plan?
- Is the nurse available for student assistance teams?

**Counselor**

- Does the school have a counselor? (per counselor FT= 1, PT= 0.5, On Call or < half time = .25)
- Any additional information? (Yes, No or Delete question)

**School Support**

- Are there other student supportive services personnel assigned to the school? (this includes social workers, academic coaches, etc.)
- Any additional information? (Yes, No, or Delete question)

## Student /Supervision

### Facility

- Are students allowed in the school without supervision?
- Are designated points of entry/exit monitored to control building access?
- Are hallways supervised effectively?
- Are any restrooms located in areas difficult to maintain visual surveillance?
- Are restrooms supervised effectively?
- Are stairwells supervised effectively?
- Are commons areas supervised effectively?
- Are outdoor spaces supervised effectively?
- Is outdoor student movement supervised effectively?
- Do staff monitor all entrances and exits during arrival and departure?
- Are students required to display a hall pass during regular class hours?

## Operations

### Visitor /Staff Identification

- Is there a common process to access the building by staff before and after school hours?
- Does visitor management procedure account for all individuals on site?
- Does visitor management require vetting of visitors?
- Does visitor management require checking visitors against the sex offender registry?
- Does visitor management system require credentialing of visitors?
- Is the visitor management procedure practiced with fidelity?
- Do all staff members display a photo identification?
- Do visitors to the school display a credential?

## Students

- Are students required to wear identifying clothing or display a photo identification?

## Communications

- Are parents notified of school safety information?
- Are parents notified of emergency response expectations?
- Are parents notified of visitor procedures?
- Are parents notified of character education programs?
- Does your school provide an anonymous reporting system?
- Does your school participate in the state provided See, Tell, Now! tip line program?
- Is the See, Tell, Now! program well publicized?
- Are there school points of contact assigned for See, Tell, Now!?
- Are parents provided information on the See, Tell, Now! program?
- Does the school web presence contain information that could be harmful to the school and/or a member of the student body or school staff?
- Does the school have a mass communication system?

- Are students included in mass communication notifications?
- Does the school have an emergency notification system that can be heard in all areas of the school?
- Can staff activate an immediate campus wide emergency notification from the classroom?

#### Safety

- Is there a procedure in place for dealing with suspicious and/or unauthorized deliveries?
- Is there a scheduled cycle for student training on health practices (basic hygiene, contagion control, etc.)?
- Is there a scheduled cycle for student training on suspicious person or activity?
- Is there a scheduled cycle for student training on visitor policies?
- Is there a scheduled cycle for student training on school emergency procedures?

#### Enhanced Vulnerability Areas

##### Cafeteria

- Do cafeteria staff know the location of electric/gas and water shut-offs?

##### Science Labs

- Are chemicals appropriately stored and labeled?
- Is a corrosive materials cabinet used for acid storage?
- Is a flammables materials cabinet used for flammable materials?
- Is there a current inventory available for the chemical storage area?
- Is the current chemical storage inventory appropriate for curriculum?
- Is science lab personal protective equipment (PPE) available and in use?
- Are there science laboratory eye wash stations?
- Are there science laboratory shower(s)?
- Are there science laboratory fire blanket(s)?
- Are there science laboratory fume hood(s)?
- Are there science laboratory spill kit(s)?
- Are there science laboratory master shutoffs (gas/electricity)?
- Are there science laboratory first aid kit(s)?
- Are there science laboratory fire extinguisher(s)?
- Is the science laboratory locked or controlled?
- Is the chemical storage locked or controlled?
- Is the science laboratory supervised whenever students are present?
- Is there a science lab chemical hygiene plan available and in use?
- Is the expected standard of student conduct reviewed with and acknowledged by students?

##### CTE

- Does the CTE shop organization and cleanliness meet industry standards?
- Is the CTE shop personal protective equipment (PPE) available and in use?
- Are CTE shop gas tanks secured?
- Are the CTE Shop Safety Data Sheets available for hazardous materials)?
- Are students trained in shop equipment use, safety, and emergency procedures?

- Is all student training documented for the CTE shop?
- Does the CTE shop(s) have eye wash stations present and accessible?
- Are the welding booths ventilated to exterior?
- Are the CTE shop(s) fire extinguisher(s) accessible?
- Are CTE shop(s) flammables cabinets available if needed?
- Is the CTE shop(s) first aid kit(s) stocked and accessible?
- Is a dust removal system present, operational, and maintained?
- Is the CTE shop ventilation adequate?
- Are CTE shops locked when not in use?
- Are students supervised when in Career Technical Education (CTE) shops?
- Is the expected standard of student conduct in CTE shops reviewed with and acknowledged by students?
- Is the student review and acknowledgement of expected conduct in CTE shops documented?

#### Gymnasium

- Is the expected standard of student conduct in the gymnasium reviewed with and acknowledged by students?
- Are locker rooms locked when not in use?
- Are gymnasiums locked when not in use?
- Are gymnasiums clean and well maintained?
- Are gymnasium bleachers maintained in a safe condition?
- Are locker rooms clean and well maintained?
- Are gymnasiums supervised when students are present?
- Are locker rooms adequately supervised when students are present?

#### Arts and Crafts

- Is the arts and crafts space clean and organized?
- Are arts and crafts students trained in equipment use, safety, and emergency procedures?
- Is all student training for arts and crafts documented?
- Are the arts and crafts Safety Data Sheets available for hazardous materials (SDS)?
- Is the arts and crafts personal protective equipment (PPE) available and in use?
- Are arts and crafts eye wash stations present and accessible?
- Is an arts and crafts dust removal system present, operational, and maintained?
- Is the arts and crafts ventilation adequate?
- Are the arts and crafts fire extinguisher(s) accessible?
- Is the arts and crafts first aid kit(s) stocked and accessible?
- Are students in the arts and crafts area supervised?
- Are arts and crafts areas locked when not in use?
- Are flammables cabinets available, if required?
- Is the expected standard of student conduct in the arts and crafts areas documented?
- Is the expected standard of student conduct in the arts and crafts areas reviewed and acknowledged by students?

#### Weight Rooms

- Is the weight room expected standard of conduct reviewed and acknowledged by students?

- Is there documentation of training in the safe / appropriate use of weight room equipment?
- Are weight rooms locked when not in use?
- Is the weight room supervised whenever students are present?

#### Portables

- Are portable classroom doors locked at all times?
- Are evacuation routes posted in portable classrooms, with primary and secondary routes?
- Are emergency procedures posted?
- Do portable classrooms have emergency supplies and are they easily accessible?
- Are isolated portable classrooms monitored by a security camera or video surveillance system?
- Are portable classrooms clearly and consistently identified?
- Can occupants of the portable view individuals at the threshold of the door from inside?
- Is access beneath portable classrooms restricted with grates, fencing, siding, or other material?
- Are portable classroom walkways, handrails, and ramps in good condition?
- Do all portable classrooms have secondary escape routes?
- Does the spacing of the portables cause vulnerability issues?

#### Parking Areas

- Is the parent pickup/drop-off supervised effectively?
- Are parent pickup/drop-off areas safely and effectively operated ?
- Are parent pickup/drop-off clearly signed?
- Are pick-up/drop-off areas operated safely and effectively?
- If present, are crossing guards highly visible and effective?
- Is vehicle traffic effectively managed?
- Are pedestrians safety routed in / around pickup / drop-off zones?
- Are student parking areas organized and operate effectively?
- Are student parking areas effectively supervised?
- Is there an effective procedure to identify unauthorized vehicles on campus?
- Are bus zones safely and effectively operated?
- Are school buses and other transportation vehicles secured when not in use?
- Are bus and parent pickup/drop-off areas physically separated?
- Are bus zones clearly signed?
- Is bus loading/unloading supervised effectively?
- Are students allowed on a bus without direct supervision?
- Is there evidence the school has a procedure for loading/unloading of special populations?
- Are there marked crosswalks?
- Are parking areas clearly signed?
- Does the parking lot striping/signage meet parking lot design standards?
- Do parking areas provide standoff for vehicles?
- Is the parking lot surface well maintained?
- Are parking areas adequate to school community?

- Do parking/sidewalks/curbs contain elements of ADA compliance?
- Does the parking lot have adequate lighting?
- Is there a designated bike storage available?

#### Playground

- Is there a playground inspection record?
- Does playground equipment meet ASTM/CPSC standards?
- Does playground fall material meet ASTM/CPSC standards?
- Is there evidence playgrounds are routinely maintained?
- Is playground perimeter fencing in place?
- Is playground perimeter fencing securable?
- Is the playground well supervised?

#### Childcare

- Is it a stand alone facility?
- Is there controlled access to the childcare area?
- Is the childcare play area fenced?
- Is the childcare play area fence secured?
- Is the childcare program part of the school drill and exercise program?
- Are there provisions for evacuation for all children?
- Is the childcare program state licensed?
- Are there effective visitor management procedures in place?
- Can the childcare center communicate effectively with the school?

#### Auditorium/Stage

- Is the auditorium/stage locked when not in use?
- Is the auditorium/stage clean, organized and well maintained?
- Is a fire extinguisher visible and easily available?
- Is a first aid kit visible and easily available?
- Is the auditorium/stage supervised when students are present?
- Is safety training provided for students in the auditorium/stage?
- Is safety training documented for students in the auditorium/stage?
- Is the expected standard of conduct reviewed and acknowledged by students?
- Are dressing rooms locked when not in use?
- Are students trained in safe use of equipment and emergency procedures in the scene workshop?
- Is the scene workshop clean and organized?
- Is stage equipment maintained in a safe condition?
- Are catwalks secured to prevent unauthorized access?
- Is the sound/lighting booth locked when not in use?

#### Facility

#### Building & Grounds

- Are provisions for emergency power throughout the building, and especially for critical areas, in place.
- Is there excessive congestion in the entrance / exit door area(s)?
- Is there excessive congestion in the common spaces?
- Is there excessive congestion in the hallways?
- Is there excessive congestion in the stairwells?
- Is there a primary point of entrance and exit in each building?
- Are evacuation routes and shelter-in-place meeting locations accessible for individuals with disabilities?
- Are there abandoned/unused areas on campus?
- Do you have outdoor hallways?
- Is there vandalism/graffiti on campus/building?
- Ticket booth/concession facilities are maintained in a safe condition?
- Are bleachers maintained in a safe condition?
- Are fields maintained in a safe condition?

#### Interior

- Are stairwells uniformly and adequately lit, including exit signs?
- Where building and stair exit doors are protected from weather, do they serve as concealed areas for unwanted activity?
- Are seismic hazards secured? (bookcases, television carts, overhead hazards)

#### Restrooms

- Are water fixtures (e.g. toilets, urinals, sinks) operational?
- Are the stalls in good repair and stall doors functional and have operational latches and provide appropriate safety?
- Can entrance doors to restrooms be locked only from the outside and not be readily blocked inside?
- Are restrooms clean and well maintained?
- If a restroom has an entry from the outside, is it locked or supervised during school hours?

#### Classrooms

- Can staff gain quick entry to any room where students have secured themselves?
- Can classroom doors always be opened from the inside for emergency egress purposes?
- Do windows or fisheye viewers permit people inside the classroom to view people outside the classroom?
- Do classroom windows enhance the visual surveillance of school grounds?
- Does door hardware allow staff to quickly lock classrooms from the inside, without having to step into the hallway?
- Are evacuation routes posted in classrooms, with primary and secondary routes?
- Do classrooms have emergency supplies (e.g., first aid kit, classroom roster, signage) and are they easily accessible?

#### Health

- Does the school have hand washing supplies?
- Does the school have hand washing signs?
- Does the school have hand sanitizer available?
- Does the school have General Health Posters?

- Does the school have Nutrition Signs/Posters?

#### Signage/Identification

- Is the main entrance well marked/apparent?
- Are all campus buildings identified and marked (includes portables)?
- Are signs posted listing prohibited items?
- Are signs posted listing visitor policies?
- Are campus signs posted to indicate restricted areas (Trespass, Hours of Use, Hazards. etc.)?
- Are exterior doors identified and marked on the inside (inside matches outside label, identified in plans)?
- Are signs posted giving notice that surveillance cameras and recordings are in use or in periodic use?
- Are evacuation routes and shelter-in-place meeting locations clearly marked at entrances and/or exits?
- Are evacuation routes posted in hallways and common areas?
- Are stairwells identified and marked?
- Do hallways and display area signage outline expected student behavior?
- Are all interior doors numbered inside and outside?
- Do hallways and common areas display signage outlining expected student behavior?
- Is the main office clearly identified and well signed?

#### Radio Communications

##### Interoperability

- Does the campus have the ability to contact busses directly by radio?
- Does the campus radio system have the ability to contact emergency responders directly?
- Do district-wide radio system have the ability to contact emergency responders directly?
- Are all interoperable radio links tested monthly?

##### Users

- Is there a radio system providing communications between the front office and library/media center?
- Is there a radio system providing communications between the front office and nurse/health services center?
- Is there a radio system providing communications between the main office and the theater/auditorium/preforming arts center?
- Is a campus radio system available and used by the Administrative Team?
- Is a campus radio system available and used by the Office Staff?
- Is a campus radio system available and used by the School Resource Officer?
- Is a campus radio system available and used by school security?
- Is a campus radio system available and used by staff in high-need units?
- Is a campus radio system available and used by the crossing guards and traffic control?
- Is a campus radio system available and used by student supervision positions?
- Is a campus radio system available and used by the custodial staff?
- Is a campus radio system available and used by food service?
- Is a campus radio system available and used by maintenance staff?

#### Security

#### Exterior

- Outdoor facility fencing is well maintained?
- Is the campus perimeter completely fenced?
- Is the campus fence securable?
- Was the campus fence secured?
- Are service/access roadways gated and controlled?
- Are out-buildings/portables fenced to prevent direct access?
- Are mechanical/electrical equipment surrounded by securable enclosure(s)?
- Are room numbers visible from the exterior (window placards)?

#### Entrances/Reception Area

- Do windows provide an unimpeded view of the main drop-off and visitor parking areas?
- Do windows provide a view of adjoining halls, stairwells and, preferably, the closest bathroom entries?
- Does the school layout require visitors to pass through the least visual screening before they can gain access to the school?
- Can anyone get through the reception area without being seen close enough by staff to be identified?
- When the main entry doors are unlocked, can securable internal doors force visitors to visit the front office to gain entry beyond the reception area?
- Can doors be electronically locked to block visitor entry into the building?

#### Exits

- Are exit doors equipped with push bar exit devices flush to resist chaining?
- Are exterior doors secured when not in use?
- Are doors and locks in good condition?
- For exits that rely on passage through rooms or spaces, is free passage provided at all times?

#### Doors

- Do all exterior doors have non-removal hinge pins?
- Do exterior doors, not designated for entry, lack hardware?
- Are doorways to restricted areas identified?
- Are doorways to restricted areas secured?

#### Access Control

- Are medical supplies, medications and equipment locked in an observable area.
- Are computer labs locked when not in use?
- Are band/orchestra rooms locked when not in use?
- Are classrooms locked when not in use?
- Are cafeterias / kitchens locked when not in use?
- Are roof access points locked?
- Are custodial closets/storage locked when not in use?
- Are interior courtyards locked when not in use?
- Are windows in doors shatter resistant or reinforced?
- Are lockers locked with school-owned padlocks or electronic pass cards?

- Are unassigned or unused lockers secured or locked?

#### Surveillance

- Is there a video surveillance system in place?
- Are all cameras operational?
- Are monitors available for appropriate passive monitoring?
- Are cameras located in key areas (remote/isolated areas, unmonitored doorways, etc.)?
- Does the facility have an intrusion detection system (door contacts, motion detectors, etc.)?
- Are school buses equipped with security cameras?
- Are surveillance systems actively monitored when students are present?
- Is there adequate surveillance/and or supervision of the elevators

#### Policy and Training

##### Student Code

- Is there a Student Code of Conduct policy, which is published and available, regarding anti-violence?
- Is there a Student Code of Conduct policy, which is published and available, regarding bullying/harassment?
- Is there a Student Code of Conduct policy, which is published and available, on outside agency interviewers?
- Is there a Student Code of Conduct policy, which is published and available, on person searches?
- Is there a Student Code of Conduct policy, which is published and available, on locker searches?
- Is there a Student Code of Conduct policy, which is published and available, on vehicle searches?

##### Policy & Procedure

- Is there a statement delineating school discipline from the criminal processes?
- Are student discipline policies published and available?
- Are procedures for complaints of sexual harassment adopted and published and align with federal requirements?
- Are alternatives to suspension/expulsion written into disciplinary policies/procedures?
- Are there a student bus ridership policies?
- Are there Video / Audio Surveillance Policies in place?
- Is there a graffiti / vandalism policy in place?
- Is there a District policy in place for workplace violence, threat, and intimidation?
- Is there a District procedure in place to assess the threat of an employee potential for harm to oneself / harm to others?
- Is there a District has procedure in place for an employee assistance program?
- Is there a comprehensive key control policy?
- Are certified staff trained on school emergency procedures?
- Are classified staff trained on school emergency procedures?
- Are substitute staff trained on school emergency procedures?
- Are volunteer staff trained on school emergency procedures?
- Are Food Service staff trained and participate in school emergency procedures?
- Does documented new hire orientation include school emergency procedures?
- Does documented new hire orientation include school visitor/intruder on campus policies?
- Does documented new hire orientation include school discipline policies?

- Does documented new hire orientation include school student referral policies?
- Is there a written student supervision plan available?
- Is there a student/staff sudden death recovery plan?
- Are there written plans for public health emergency (e.g. pandemic)?
- Do you have agreements / MOU with nearby districts for support?
- Does the School Safety Plan have initial response protocols?
- Is the School Safety Plan reviewed annually and updated?
- Does the School Safety Plan have a chain of command?
- Is the School Safety Plan shared with first responders?
- Is there a parent student reunification plan?
- Is there a district level, interagency safety committee?
- Are there written procedures for contagion containment (MRSA, flu, conjunctivitis, etc.)?
- Are confidential records separated from the reception area and stored in locked, vandal and fire-resistant containers?
- Does the school website prominently display contact information for the Title IX Coordinator as required by federal regulation?
- Is there a documented process for maintaining and restocking first aid kits?
- Is there a documented process for maintaining and restocking AEDs?
- Is there a scheduled cycle for staff on grooming behavior?

#### Scheduled Training

- Is there a scheduled cycle for staff training on gender respect / sexual harassment?
- Is there a scheduled cycle for staff training on sexting?
- Is there a scheduled cycle for staff training on dating violence?
- Is there a scheduled cycle for staff training on signs of abuse?
- Is there a scheduled cycle for staff training on the signs of depression?
- Is there a scheduled cycle for staff training on signs of suicide?
- Is there a scheduled cycle for staff training on harm to self or to others (as demonstrated in writing, art, conversation, etc.)?
- Is there a scheduled cycle for staff training on conflict resolution?
- Is there a scheduled cycle for staff training on problem-solving?
- Is there a scheduled cycle for staff training on de-escalation?
- Is there a scheduled cycle for staff training on bullying prevention, bullying, cyber-bullying?
- Is there a scheduled cycle for staff training on suspicious person?
- Is there a scheduled cycle for staff training on suspicious package?
- Are all staff trainings documented by content, date, and participant?

#### Security Plans

- Do written security plans exist for perimeter security (doors locked/monitored and who is assigned)?
- Do written security plans exist for parking lot security (permits, lot monitoring)?
- Do written security plans exist for locker security (securing un-assigned lockers)?

- Do written security plans exist for end-of-day security procedures (secure access points, high value areas, alarm set, etc.)?
- Do written plan exist for extra-curricular security (open/close of entries/exits, securing after event)?

#### Training

- Are key/identified staff trained (admin, office staff, dept. leaders, counselors, etc.) on adult de-escalation techniques?
- Are key/identified staff trained (admin, office staff, dept. leaders, counselors, etc.) on bomb threat, other threatening call?
- Are key/identified staff trained (admin, office staff, dept. leaders, counselors, etc.) on NIMS/ICS?
- Are key/identified staff trained (admin, office staff, dept. leaders, counselors, etc.) on First Aid, CPR, AED?
- Are key/identified staff trained (admin, office staff, dept. leaders, counselors, etc.) on armed staff training, if applicable?
- Is there a Public Information Officer (PIO) defined by policy (should be reflected in EOP)?
- Is there a procedure in place to record student accident (time & place)?
- Is there a procedure in place to record staff/visitor accident (time & place)?
- Does the visitor policy / procedure outline when a visitor escort is required?
- Does the visitor policy address how a registered sex offender, may visit their child during school hours (IC 18-8329)?
- Are all staff members required to turn in photo ID upon separation from employment?
- Can areas of the school utilized for voting or other functions be physically separated or secured from school functional areas and students?
- Contractor/Delivery/Vendor Background Checks?

#### Threat Assessment

- Does the school have multi-disciplinary behavioral threat assessment process?
- Were any behavioral threat assessments conducted within the last year? (If so, how many?)
- Is open source information assessed as part of the process?
- Is the process generally applied to all threats?
- Does the school have a written procedure for multi-disciplinary threat assessment?
- Is the threat assessment protocol commonly accepted across the District?
- Is administration represented on the threat assessment team?
- Is law enforcement represented on the threat assessment team?
- Are mental health professionals represented on the threat assessment team?
- Are there other members of the assessment team? (list in comments)
- Are there regularly scheduled threat assessment meetings?

#### Community

##### Emergency Response

- Does law enforcement have opportunities to train in school facilities?
- Has law enforcement been provided access to school facilities?
- Is law enforcement generally present at after hours extra-curricular activities?
- Do schools meet regularly with outside agencies to discuss supportive services for individual families?

- Is there a plan in place for needed services not available in a building (contracted counselors, district teams, etc.)?
- Do you have updated contact information to/from your County Emergency Manager?
- Is your local Emergency Manager part of your emergency planning?
- Are you involved with your Local Emergency Planning Committee (LEPC)?
- Are you part of your county Hazard Mitigation Plan?
- Does the counselor serve on District/School Safety Committee?
- Does local law enforcement serve on District/School Safety committee?
- Does local EMS serve on District/School Safety committee?
- Does EMS have opportunities to train in school facilities?
- Does EMS make regular presentations to students/staff?
- Does local Fire serve on District/School Safety committee?
- Does Fire have opportunities to train in school facilities?
- Does Fire make regular presentations to students/staff?
- Have jurisdictional considerations been addressed (MOU)?

#### Climate/Culture

##### Behavior Response

- Are staff members visible in hallways/commons and positively interacting with students?
- Is there a process in place to collect and review discipline referral data (includes time/location)?
- Is there a school-wide positive behavioral intervention program in place?
- Are student discipline procedures available for students, parents and staff?
- Does the school have a written procedure for student assistance?
- Does the school have a written procedure to identify and serve students at risk for disruptive/disorderly behaviors?
- Are any staff members trained to work with potentially volatile students (certified de-escalation/restraint program)?
- Are procedures for complaints of sexual misconduct commonly understood and consistently applied?
- Is there a mental health crisis plan for this campus?
- Is there an articulated District K-12 mental health scope and sequence?
- Is the suicide prevention hotline information shared with students?
- Does the school have a systematic or commonly understood method for working with mental health agencies?
- Is there a response team for volatile students?
- Is there a process to solicit and address safety concerns (e.g. safety committee)?

##### Engagement

- Are parents involved in safety policy planning?
- Does the school have a systematic way to involve parents?
- Does the school host an active volunteer organization?
- Does the school host an active parent organization(s)?
- Are there visible signs of community involvement by students/staff?

- Is student perception data currently used for safety planning?
- Are students represented on the safety committee?
- Are there visible indicators of celebration of student achievement and success?

#### Resources/Partners

- Is there a systematized and commonly understood process for students to access social services (health, mental, etc.)?
- Are there visible signs of school-wide character education, social skills program: (includes decision making, positive attitude, respect, etc.)?
- Is individual student engagement in extracurricular activities tracked?
- Are students actively involved in conflict resolution teams, safety patrols, peer-to-peer groups, new student mentoring, etc.?
- Is there a well-developed network of service providers to whom students can be referred?

#### Student Training

- Is there a scheduled cycle for student training on positive social skills?
- Is there a scheduled cycle for student training on violence prevention?
- Is there a scheduled cycle for student training on conflict resolution?
- Is there a scheduled cycle for student training on decision making skills?
- Is there a scheduled cycle for student training on bullying prevention, bullying, and cyber-bullying?
- Is there a scheduled cycle for student training on gender respect / sexual harassment?
- Is there a scheduled cycle for student training on dating violence?
- Is there a scheduled cycle for student training on sexting?