

District Wide School Safety Plan



For Public Comment and Posting

Superintendent: Dr. Paul Alioto

Chief Safety Officer: Deputy Robert Holt

Introduction

Emergencies and violent incidents in school districts are critical issues that must be addressed in an expeditious and effective manner. Districts are required to develop a District-wide School Safety Plan designed to prevent or minimize the effects of serious violent incidents and emergencies and to facilitate the coordination of the district with local and county resources in the event of such incidents or emergencies.

The District-Wide School Safety Plan is responsive to the needs of all schools within the district and is consistent with the more detailed Building-Level Emergency Response Plans required at the school building level. Districts are at risk of a wide variety of acts of violence, natural, and technological disasters. To address these threats, the State of New York enacted the Safe Schools Against Violence in Education (SAVE) law in 2000. This component of Project SAVE is a comprehensive planning effort that addresses Mitigation, Prevention, Preparedness, Response and Recovery with respect to a variety of emergencies in the school district and its schools.

The Dansville Central School District continues to support this integral component of the SAVE Legislation through the regular review and updating of its contents. The Superintendent of Schools encourages and advocates this on-going district-wide cooperation and support of Project SAVE.

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Plan Updates:

District Level Plans, and Building Level Plans will be reviewed and updated by the Dansville School District Health and Safety Officer each year.

	2019-2020				
Review	April 2020				
Update	April 2020				

Comment, and Adaption:

The District-wide School Safety Plan was made available for public comment at least thirty days prior to its adoption by the Board of Education *CR §155.17(c)(3)*

	2019-2020				
Public Comment					
Adoption by Board					

Website Posting

The District-wide School Safety Plan was posted to a public URL and checked to ensure it was working:

URL:

	2019-2020				
Posted					
Working					

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Requirement 155.17(e)(1)(xvii) Risk Reduction/Prevention and Intervention Strategies

Requirement: *The District-wide School Safety Plan includes strategies for improving communication among students, and between students and staff, and reporting of potentially violent incidents, such as the establishment of youth-run programs, peer mediation, conflict resolution, creating a forum or designating a mentor for students concerned with bullying or violence, and establishing reporting mechanisms for school violence – Section 157.17(e)(1)(xvii)*

Prevention and Intervention Strategies

The District does have an anonymous reporting mechanism for school violence. The DCS “Tip Line” can be found at the below link.

<https://www.dansvillecsd.org/tipline>

The District does abide by a Code of Conduct which does include requirements met by the Dignity for All Students Act (DASA). The Code of Conduct can be found at the below link.

<https://www.dansvillecsd.org/site/default.aspx?PageType=3&ModuleInstanceID=2621&ViewID=C9E0416E-F0E7-4626-AA7B-C14D59F72F85&RenderLoc=0&FlexDataID=3185&PageID=2516&Comments=true>

Improving Communication With Students

The district does employ a prevention specialist through CASA. The district does utilize him and data provided by him in the **Prevention Needs Assessment** to identify various issues surrounding our students.

The district does contract with **Leader in Me** which is a skill building resource to help students and staff academically and personally. Materials are sent home to the community as well in regards to this skill building process.

The district does do restorative circles and does have peer mediators for grades 7-12.

The district does conduct staff and student surveys to identify relationships between the staff and student body.

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Requirement 155.17(e)(1)(iii) Responses to Acts of Violence

Requirement:

- *The plan includes policies and procedures for responding to implied or direct threats of violence by students, teachers, other school personnel and visitors to the school (iii)*
- *The plan includes policies and procedures for contacting parents, guardians or persons in parental relation to an individual student of the district in the event of an implied or direct threat of violence by such student against themselves, which for the purposes of this subdivision shall include suicide. (x)*

The Dansville School District does investigate all threats of violence as soon as possible. If appropriate, the building principal will utilize a threat assessment team to determine a level of threat, and then request the appropriate resources and actions. Police will be informed of all threats of violence discovered by school administration.

Act of Violence

An act of violence will be handled appropriately in accordance with the school code of conduct by the building principal or his/her designee. An act of violence which does rise to the criminal level will cause law enforcement notification and possible intervention. Acts of violence committed by staff, visitors, etc. will be cause for law enforcement notification.

*An act of violence which poses a threat to the student body will start emergency procedures found in the Administrator and Staff Emergency Response Guides, which is confidential in nature and not posted on this document.

Threat of Violence

The Dansville School District does have building level threat assessment teams that will perform a "threat assessment" on threats of violence that happen within their specific buildings

Suicide attempt/Threat of Violence upon self

The Dansville School district does possess a policy to protect the health and well-being of all district students by having procedures in place to prevent, assess the risk of, intervene in, and respond to suicide in furtherance of the District's Suicide Prevention Policy.

Upon a direct threat of violence against themselves, the Dansville School District does have procedure in place for contacting parents/guardians in the District's Suicide Prevention Policy.

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Requirement 155.17(c)(1)(iv) Contacting appropriate law enforcement

Requirement:

- *The plan includes policies and procedures for contacting appropriate law enforcement officials in the event of a violent incident. (iv)*
 - *The plan includes a description of the arrangements for obtaining assistance during emergencies from emergency services organizations and local governmental agencies (v)*
 - *The plan includes the procedures for obtaining advice and assistance from local government officials, including the county or city officials responsible for implementation of article 2-B of the Executive Law (vi)*
 - *The plan includes the identification of district resources which may be available for use during an emergency (vii)*
 - *The plan includes policies and procedures for contacting parents, guardians or persons in parental relation to the students of the district in the event of a violent incident or an early dismissal (ix)*
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Violent Event

In an event of a violent incident, all staff has been informed that they have the ability to contact 911 immediately. There are telephones that can connect to 911 in every classroom in the district.

If the violent incident is reported first to the main office, the main office will inform Law Enforcement and/or Emergency Response by 911. Notification will also be made via school radio to the SRD over the "Admin" channel, which simultaneously will alert the rest of the district.

In the event that a violent incident has occurred, parent notification will be made through the districts Mass Communication System, as well as updates on the District's website and District's Facebook Page.

All Local, State, and County agencies can be notified by using Livingston County's 911 center.

Staff and Administrator Procedures to acts of violence are found on their respective guides, and housed in the building level emergency response plans. These guides are confidential in nature and are not listed in this document.

District Resources

The district is equipped with a generator which will be able to provide power to critical areas in the event of a power outage at the high school, 282 Main St. Dansville.

The district does have food on hand which is estimated to be able to feed the student body for over a week without replenishment.

The district does have access to 42 multi passenger buses.

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Requirement §155.17(c)(1)(viii) *District Emergency Response Team*

Requirement:

- *The plan includes a description of procedures to coordinate the use of school district resources and manpower during emergencies, including identification of the officials authorized to make decisions and of the staff members assigned to provide assistance during emergencies (viii)*
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Building Level

Each building does have its own building level response team for building specific emergencies. In the event that a district wide emergency takes place, the following people are mobilized to form the District Level Emergency Response Team.

District Level Emergency Response Team:

Command/Media relations

Dr. Paul Alioto, Superintendent - Incident Command

Logistics

Mike Mistretta - Director of School Operations

Safety Official-Law Enforcement Coordination

Deputy Robert Holt - LCSO

Finance

Roger Parulski

There are many variables that could impact the manner in which the School Emergency Response Team responds to a particular occurrence. These variables could include: time of day, weather, age of students, location of students, anticipated response time of emergency responders, availability of support personnel, availability of transportation, to name just a few.

In the Situational Response Procedures section of the building plans, many specific emergency situations are identified and standard response procedures detailed. However, given the afore-mentioned variables, it is impractical to try and map out the specific steps to take for every conceivable scenario. It is more practical to focus on just a few critical decisions that need to be made in every emergency pursuant to our primary goal of preventing injury and loss of life.

If an emergency situation occurs at the building level, it is the responsibility of each and every District employee to take those actions that are geared toward preserving the health and safety of all students, staff and visitors.

Following the NIMS ICS model, the Building Principal is designated as the Incident Commander during the initial response to any emergency at their respective school. The Principal will provide leadership, organize activities and disseminate information with the assistance of the Building-level Emergency Response Team and the District Emergency Response Team if needed. If the Principal is unavailable or not on site, the designated alternate will act in their absence with the same authority and responsibility.

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Requirement §CR §155.17(c)(1)(xi) *Building Security*

Requirement:

- *The plan includes policies and procedures relating to school building security, including, where appropriate:*
 - *the use of school safety or security officers and/or security resource officers. Beginning with the 2019-20 school year, and every school year thereafter, every school shall define the areas of responsibility of school personnel, security personnel and law enforcement in response to student misconduct that violates the code of conduct. A school district or charter school that employs, contracts with, or otherwise retains law enforcement or public or private security personnel, including school resource officers, shall establish a written contract or memorandum of understanding that is developed with stakeholder input, including, but not limited to, parents, students, school administrators, teachers, collective bargaining units, parent and student organizations and community members, as well as probation officers, prosecutors, defense counsels and courts that are familiar with school discipline. Such written contract or memorandum of understanding shall define the relationship between a school district or charter school, school personnel, students, visitors, law enforcement, and public or private security personnel. Such contract or memorandum of understanding shall be consistent with the code of conduct, define law enforcement or security personnel's roles, responsibilities and involvement within a school and clearly delegate the role of school discipline to the school administration. Such written contract or memorandum of understanding shall be incorporated into and published as part of the district safety plan*
 - *security devices or procedures (xii)*

Visitors

The district does utilize the Raptor visitor management system. Visitors are required to check in with the attendance officer at each school before gaining access. <https://raptortech.com/>

Vendor Procedure

Vendors that conduct business at or with the Dansville School District will do so in accordance with DCS policy guidelines. Faculty, students, and staff of DCS shall interact with vendors in a manner that meets guidelines set forth in the district's code of conduct.

Video Surveillance

Currently the Dansville School district does have 120 video surveillance cameras on the main campus, and 29 cameras at the GCC campus. Security clearance and installation instructions for camera service can be found in a secure folder on the district network.

Video Surveillance and emergency response plans are provided to the Livingston County Sheriff's office through the Rapid Responder Platform, in the event there is a critical emergency at the District.

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Access Control

The Dansville School District does use an electronic access control system for employees, and community members. All employees will receive an employee badge from the District Office that allows access to the district. Community members that wish to access the district during recreational times have to inquire at the District Office. There, community members will be run through the Raptor Visitor Management System prior to receiving an access card. Access control will be maintained and managed by the District's Facility Manager.

Police Services

The district does contract with the Livingston County Sheriff's Office for the services of a School Resource Deputy (SRD). In the event that the SRD is not available, the district does request the closest car to appropriately respond.

The board has adopted a memorandum of understanding between the SRD stationed at the Dansville School District, and LCSO. This memorandum does outline the roles and responsibilities of the SRD.

Security Firm

The district has contracted with Armoured One which does provide security risk assessment, security advice on future building projects, and staff training. <https://armouredone.com/>. This firm can be called upon to review all new building projects and assess those projects for safety and security needs.

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Requirement §155.17(e)(1)(xiv) *Training, Drills, and Exercises*

Requirement:

- *The plan includes policies and procedures for annual multi-hazard school safety training for staff and students, provided that the district must certify to the commissioner that all staff have undergone annual training by September 15th on the building-level emergency response plan which must include components on violence prevention and mental health, provided further that new employees hired after the start of the school year shall receive such training within 30 days of hire or as part of the district's existing new hire training program, whichever is sooner CR §155.17(c)(1)(xiii)*
 - *The plan includes procedures for review and the conduct of drills and other exercises to test components of the emergency response plan, including the use of tabletop exercises, in coordination with local and county emergency responders and preparedness officials.*
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Training

The Dansville School District does provide annual safety training for all staff. Substitute teachers are given an emergency response guide in their substitute teacher packet. All new employees hired after the annual safety training will be provided training within 30 days of their hire date.

Drills

The district does conduct one emergency evacuation drill per year in accordance with state regulations.

Lockdown and fire drills are conducted each year in accordance with state regulations.

Table top exercises on emergency procedures are conducted monthly on a district level.

The district has contracted with an external security firm which does provide security risk assessment, security advice on future building projects, and staff training

The district does conduct medical response drills at a building and district level.

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Requirement §155.17(c)(1)(xiv) *Emergency Response*

Requirement:

- *The plan includes the identification of appropriate responses to emergencies, including protocols for responding to bomb threats, hostage-takings, intrusions and kidnappings. (xiv)*
 - *The plan includes a description of the district's multi-hazard response plans for taking actions in an emergency (xv)*
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The Dansville School district has identified and developed emergency response plans for the following incidents:

Bomb Threats	Student with weapon	Severe Weather
Suspicious Packages	Active Attack (Active	Natural Disaster
Civil Disturbance	Shooter)	Biological Threat/ Hazmat
Hostage	Suicidal Threat	Gas Leak
Taking/Kidnapping	Bus Loop Emergency	Pandemic
Intrusion	Bus Accident	Fire

Note: All emergency response procedures to these incidents are housed in the building level response plans. The specific response procedures to these events are confidential in nature and are not listed in this document.

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Requirement §155.17(c)(1)(xix) Designation of the Superintendent's Chief Emergency Officer

Requirement:

The plan includes (xix) the designation of the superintendent, or superintendent's designee, as the district chief emergency officer whose duties shall include, but not be limited to:

- (a) coordination of the communication between school staff, law enforcement, and other first responders;*
 - (b) lead the efforts of the district-wide school safety team in the completion and yearly update of the district-wide school safety plan and the coordination of the district-wide plan with the building-level emergency response plans;*
 - (c) ensure staff understanding of the district-wide school safety plan;*
 - (d) ensure the completion and yearly update of building-level emergency response plans for each school building;*
 - (e) assist in the selection of security related technology and development of procedures for the use of such technology;*
 - (f) coordinate appropriate safety, security, and emergency training for district and school staff, including required training in the emergency response plan;*
 - (g) ensure the conduct of required evacuation and lock-down drills in all district buildings as required by Education Law section 807; and*
 - (h) ensure the completion and yearly update of building-level emergency response plans by the dates designated by the commissioner.*
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The District Chief Emergency Officer is Deputy Robert Holt, LCSO, appointed on:

July 2, 2019

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Requirement §155.17(g) *Written Procedures*

Requirement:

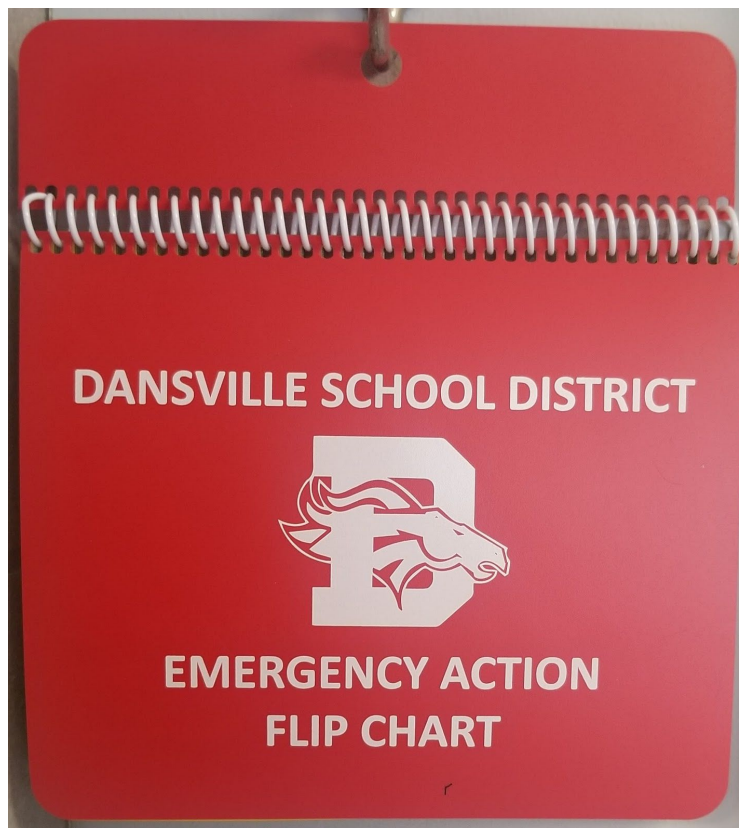
- *By October 1 of each school year, the superintendent and chief school administrator have provided written information to all students and staff about emergency procedures.*

The Dansville School District has provided emergency flip charts that are available for staff and student review. They are hung in each classroom and provided to every staff member that does not have a class but roves from room to room. Staff and Administrators also have access to digital flip charts in order to respond to the following procedures as well.

Note: These procedures are confidential in nature and not subject specific posting in this document.

Topics covered in the Staff Emergency Procedure Guide are:

Contacts	Safety Checklist	Fire Alarm Activation
Lockout	Evacuation	Lockdown
Shelter in Place	Act of Violence	Medical Emergency



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Requirement EL§807.1 CR§155.17(h) Mandated Drill Requirements

Requirement:

The district is aware of and has planned for how all school buildings will comply with mandated drill requirements, as described below:

- *Procedures for review and the conduct of drills and exercises to test components of the emergency response plan, including for the regular school year, regular school day. (EL §807.1)*
 - *eight evacuation drills and four lock-down drills each year, eight of the required drills must be completed by December 31 each school year. (EL §807.1)*
 - *four of the required drills must be through use of the fire escapes on buildings where fire escapes are provided or through the use of identified secondary means of egress. (EL §807.1)*
 - *Drills will be conducted at different times of the school day. (EL §807.1)*
 - *Pupils shall be instructed in the procedure to be followed in the event that a fire occurs during the lunch period or assembly. (EL §807.1)*
 - *the school board will ensure that information about drills be provided in the teacher's manual or handbook. (EL §807.2)*
 - *In addition to required lockdown and evacuation drills, at least one early dismissal drill will be conducted each school year that is no more than 15 minutes before the normal dismissal time. Procedures must include*
 - *notifying parents and guardians at least one week prior to the drill; and testing the usefulness of the communications and transportation system during emergencies. (CR §155.17(h))*
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Mandated Drills and Training

The District will provide annual multi-hazard school safety training for all staff and students. The components of this training will be consistent across the district while the means of dissemination will likely be varied due to the grade levels involved and other building specific issues. Staff training will be routinely conducted at the school level followed by age-appropriate drills with the entire school population. These drills will primarily focus on our ability to responsibly and efficiently assess a situation, initiate the proper notifications to the appropriate personnel and agencies and to be able to identify and implement the necessary protective actions in a timely manner to mitigate the negative impact of an event.

The District will ensure that each building conducts drills and exercises to test the components of their respective building-level plan. The use of tabletop exercises to accomplish this task in coordination with local and county emergency response and preparedness officials may be considered when live drills are impractical or not sufficient to meet training goals

The Dansville School District does follow all required drill schedules per state mandate. They are recorded and kept on a Google Shared Document that is used by all three educational buildings.

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NYS Requirements for the district wide school safety plan can be found [HERE](#)