

1.10 SCHOOL SAFETY PLANS

- 1.10.01 The Oregon School District is committed to providing an environment that is as safe as reasonably possible for students, employees and citizens while they are present on school premises or participating in school-sponsored activities. With this goal in mind, a school safety plan shall be developed and in effect in each school in the Oregon School District.
- 1.10.02 School safety plans shall be developed with involvement from Board members, administrators, staff, law enforcement and other community agencies, students, parents and other interested parties as deemed appropriate and necessary.
- 1.10.03 Each school safety plan shall be consistent with District policies and legal requirements, and shall include the following:
- Measures to prevent violence, disruptions and unsafe conditions;
 - intervention strategies to help maintain a safe environment, keep problems isolated and deter them from reoccurring; and
 - a crisis management plan.
- 1.10.04 School safety plans shall be reviewed and updated on a regular basis. A current copy of each school safety plan shall be filed in the school and District Office and attached as an administrative rule to this policy. District employees shall receive a copy of the school safety plan for their assigned school. Staff inservice training will be provided as needed.
- 1.10.05 The Superintendent or designee shall provide regular reports to the Board regarding school safety plans, needs and issues. Students, staff, parents and the public will be made aware of school safety efforts being taken in the District so as to enhance their confidence in the safety of the schools.

Legal ref: Wisconsin Act 9
Adopted:

1.10.06 SCHOOL SAFETY PLAN DETAILS - ADMINISTRATIVE GUIDELINES

1.10.06A PREVENTION MEASURES

1. Policies/Rules
 - a. Code of Conduct Policy 8.17.07
 - b. Code of Conduct Implementation Plans 8.17.07 AG
 - c. Weapons Policy 8.35
 - d. Harassment/Discrimination Policy 1.10 (Revision in progress)
 - e. Staff Hiring—background checks on all new employees.
 - f. Internet Use Policy 8.42. Filtering software has been installed on all district computers and is upgraded on a regular basis.
 - g. Visitors to school must report to the office upon arrival. Visitors are issued identification badges. Visitors' instructions are posted at entrances.
 - h. MacNeil Environmental and the Wausau Insurance Company conduct buildings and grounds inspections on a regular basis. District Safety Committee meets monthly.
 - i. Key Policy 9.02.04. All doors (except main entrances) are locked after school is in session and shortly after students leave in the afternoon in all buildings except Netherwood Knoll.
 - j. Student supervision. Adult supervision is present at all recesses and in the lunchrooms.
 - k. Community Use policies that govern all uses of buildings are in chapter 9 of the Board policy book.
 - l. First Responders have been CPR and First Aid trained in every building.
 - m. Every building has a health aide. Two part-time registered nurses serve the health needs of the district. A local MD serves as our on-call medical advisor.
2. Educational Programs—Personal Safety and Safe Environment
 - a. Protective Behaviors Instruction throughout the grade levels.
 - b. Multicultural Awareness throughout the grade levels. Annual multicultural celebration and Peace Day.
 - c. Developmental Guidance throughout the grade levels for all students. Respect and Responsibility are common themes.
 - d. Emotional and mental health groups (e.g. anger management) are available to identified students on an as needed basis.
 - e. Staff/Inservice Training—On many topics including suicide prevention, crisis drills, nonviolent crisis intervention, and responsible behavior, TRIBES.
 - f. Conflict Resolution—trained peer mediation teams at elementary, middle school and high school.
 - g. Peer tutoring programs.
 - h. Focus on responsible behavior per the philosophy identified by a broad-based community committee. There is an emphasis is on citizenship.
 - i. Depression screening for all students at grades 7 and 10. Referral to parents and agencies as appropriate.
 - j. Extensive extracurricular programs (sports, music and clubs) at OMS and OHS. Some clubs and music groups at the elementary schools.
 - k. K-12 AT-Risk program includes such offerings as extended day kindergarten, Project 23 and middle school support program. Mentoring programs in some buildings pair at risk children with staff.

3. Parent, Citizen, Community Involvement
 - a. Police Liaison. The District has a full-time police liaison officer assigned four days per week to Oregon High School and one day per week at Oregon Middle School. He is on call to all buildings and serves as a resource for crisis plans in all buildings. In addition, we have a police officer that teaches DARE, protective behaviors and bicycle safety.
 - b. Building Our Assets Together (BOAT) is a broad-based community group to support asset building for youth in our community.
 - c. School volunteer programs provide hundreds of hours of service to children through work on Hooked on Books, Art in the Classroom, writing workshops, take home reading backpacks, etc.
 - d. Booster groups support sports and music activities at all levels in the District.
 - e. Youth sports, Boy Scouts and Girl Scouts are active in the community. The Police Department has a youth Patrol program.
 - f. Parent/teacher conferences are held two times per year in the evenings. Parent participation exceeds 90% at every building.
 - g. The Oregon Area Educational Foundation (OAEF) provides financial support to innovative programs for learners of all ages in the District.
 - h. Site Councils function in each building at least once per month and have staff, parent and community representation.
4. Safety at School-sponsored Events
 - a. Crowd control and supervision at all athletic events.
 - b. Chaperones accompany all school trips at a 1 adult to 10 students ratio. A medical pack and cell phone is taken on each trip. (Board policy 8.21)
 - c. Security personnel are hired on as needed basis—e.g. high school dances.
5. Safety in School Vehicles
 - a. A letter is sent home with all students in September stating bus rules, expectations and consequences; trained student bus monitors help in emergency situations. Practice safety drills are conducted on every bus.
 - b. Bus drivers are trained in CPR, first aid and administration of an epi-pen.
 - c. Adult bus monitors are provided in rare cases on an as needed basis.
 - d. Students with special needs are met by educational personnel upon arrival to school and are escorted to the bus at the end of the day.

1.10.06B INTERVENTION STRATEGIES

1. Policies that provide direction for intervention
 - a. Code of Conduct Policy 8.17.07
 - b. Student handbooks lay out behavioral expectations and consequences. Behavioral referral process in place in each building. Crisis teams respond immediately to extreme student behaviors.
 - c. Harassment complaint procedures contained in Policy 1.10 (revision in process).
 - d. Accident reporting forms are available in every school office and rapid submission of forms is strongly encouraged. Training to avoid common accidents/injuries is conducted on a regular basis.
 - e. Facilities are maintained on an ongoing basis. Safety repairs have immediate, top priority.

- f. Child abuse and neglect reporting is required per statute. Staff is inserviced on the legal requirements.
 - g. Locker searches and student searches are conducted after reasonable suspicion and per state statute and Board policy (8.17)
 - h. Staff use of corporal punishment is governed by state statute. Staff is inserviced on legal requirements.
2. Educational programs/services to help students/staff deal with behavior problems or unsafe conditions
 - a. The District operates both student assistance and employee assistance programs.
 - b. Guidance and counseling services are available to all students pre-K through 12th grade.
 - c. Suicide prevention and responses plans are in place. (Board policy 8.38)
 - d. Peer mediation training begins in upper elementary grades and continues through high school.
 - e.
 3. Involvement of parents, citizens and community agencies in intervention strategies
 - a. Parenting classes are offered on a regular basis throughout the year. The AODA Coordinator and the Community Education Program coordinate these. Parents On Board and Active Parenting are examples of course offerings.
 - b. Parent conferences are held twice annually all five buildings.
 - c. Police are involved in investigations and search per board policy and state statute.
 - d. Students are referral for assessment to community agencies on an as needed basis.

1.10.06C CRISIS MANAGMENT

1. Policies/plans to address crisis situations
 - a. Emergency nursing services per Board policy 5.04.
 - b. Guidelines for handling bomb threats are provided.
 - c. Fire drills are conducted monthly.
 - d. The District subscribes to Weather Central for up-to-date information on weather. School closing decisions are made according to established practices and procedures.
 - e. Bus accidents are handled according to established procedures. All buses have strobe lights, safety crossing arms, and radios. In addition, drivers have cell phones.
 - f. Intruders in buildings are handled per building guidelines.
 - g. Hazardous waste management is under the supervision of MacNeil Environmental.
2. Efforts to familiarize staff and students with emergency/crisis plans
 - a. All staff assisted in the development of their building crisis plans and have been trained on its contents.
 - b. School bus/evacuation drills are conducted on a regularly scheduled basis.
 - c. School drills are conducted on a regular basis to provide students knowledge on how to behave in the event of a fire, tornado, entry of an intruder or other crises.
 - d. Safety guides and response instructions are provided to all staff.

- e. School safety response plans have been developed and are updated annually by all five buildings and the pool.
 - f. Emergency instructions are posted in each classroom.
3. Involvement of law enforcement in development and implementation of the crisis plans
- a. The Police Chief and the Liaison Officer have both been involved in developing the individual building crisis plans. They have observed and critiqued our crisis drills.
 - b. The District has been involved with the village government in development of the overall community crisis response plan.
4. Effective communication during and after a crisis
- a. Our crisis plan delineates the communication network.
 - b. Parents have been informed by newsletter and notes home of crisis drills.
 - c. A district information line operates 24 hours per day to provide announcements and allow community members to leave messages.
5. Follow-up activities
- a. Counseling services are available to students and staff. In the event of a crisis, counselors and psychologists from all building are available to assist at the building affected. In addition, arrangements are in place for pupil services staff from the Verona Area School District to support our staff if need. Local Oregon clergy also are available as requested.
 - b. In the event of a crisis, staff is notified by telephone tree to attend meetings before the start of the school day. Periodic meetings are held to update staff as needed.
 - c. Crisis plans are reviewed and updated on an annual basis. The updated response lists are due September 15. The building self-surveys are due March 1.