

### **SCHOOL SAFETY PLAN**

The Administration is directed to prepare a comprehensive school safety plan for each school building. The plan shall examine the environmental conditions and operations of each building to determine potential hazards to student and staff safety and shall consider operating changes to promote the prevention of potentially dangerous problems and circumstances. The Administration is to involve community law enforcement and safety officials, parents of students who are assigned to the building, and teachers and nonteaching employees who are assigned to the building. Remediation strategies shall be incorporated into the plan for any building where documented safety problems have occurred.

The following shall be incorporated into the plan:

- A. A protocol for addressing serious threats to the safety of school property, students, employees, or administrators; and
- B. A protocol for responding to any emergency events that do occur and that compromise the safety of school property, students, employees, or administrators.

Each protocol shall include procedures deemed appropriate by the Board of Education for responding to threats and emergency events, respectively, including such things as notification of appropriate law enforcement personnel, calling upon specified emergency response personnel for assistance, and informing parents of affected students. Prior to the first day of the school year, the administration shall inform each enrolled student and his/her parents of the parental notification procedures.

The Board shall update the safety plan at least once every three years and whenever a major modification to the building requires changes in the procedures outlined in the plan.

The Board shall file a copy of the current safety plan and building blueprint with each law enforcement agency that has jurisdiction over the school building and, upon request, the fire department that serves the political subdivision in which the school building is located. The Board shall also file a copy of the current safety plan and a floor plan of the building, but not a building blueprint, with the Attorney General, who shall post that information on the Ohio law enforcement gateway or its successor.

If the Board revises a safety plan, building blueprint, or floor plan after the initial filing, the Board shall file copies of the revised safety plan, building blueprint, or floor plan in the manner described in this policy and Ohio law not later than the ninety-first day after the revision is adopted.

Copies of the safety plan and building blueprints are not a public record pursuant to O.R.C. §149.433.

LEGAL REFS: O.R.C. §3313.536

Adopted: May 20, 2014