



HOW TO ... ENSURE THE SAFETY AND WELFARE OF STUDENTS

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Step 1. Assess
Safety and
Security

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Step 2. Plan to
Mitigate
Threats

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Step 3.
Develop
Emergency
Management
Plan

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Step 4.
Communicate
Emergency
Management
Plan

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Step 5.
Recover

FIVE STEPS TO ENSURING THE SAFETY AND WELFARE OF STUDENTS

STEP I: ASSESS SAFETY AND SECURITY

- Identify Safety and Security Measures in Place
- Discuss Gaps in Measures
- Develop Written Comprehensive Assessment



STEP 2: PLAN TO MITIGATE THREATS

- Construct Team
- Ensure Perimeter Control/Visitor Management
- Implement Appropriate Use of Technology
- Develop Anonymous Reporting System



STEP 3: DEVELOP EMERGENCY MANAGEMENT PLAN

- Review Comprehensive Assessment
- Include Mitigation Threats/Ideas from Prior Step
- Define Various Emergency Scenarios, Including Various Duties of Team Members
- Ensure Consistent Policy Language



STEP 4: COMMUNICATE EMERGENCY MANAGEMENT PLAN

- Ensure School Community is Aware of Emergency Management Plan and its Content
- Using Emergency Management Plan, Conduct Drills/Tabletop Exercises with Team
- Ensure Team Trains Staff



STEP 5: RECOVER

- Ensure Emergency Management Plan Provides for the Reuniting of Evacuees/Families
- Through Authorized Personnel Only, Offer Statements, as Identified through the Board's Developed and Adopted Communications' Plan
- Debrief on Process





THANK YOU!

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