

I. Introduction

Calhoun County District School Board has as its first obligation to provide a safe, secure, and orderly learning environment in all schools and at all sponsored activities for students, school personnel, and other persons.

II. Orderly Environment

An orderly environment can only be achieved by developing procedures to control students, personnel, and other persons on school property and attending School Board or school sponsored events or activities. All procedures shall reflect the following policy provisions:

- A. No person other than a student and employee of a school site shall be on a school campus during school hours unless they are in compliance with Policy 9.60, Visitors.
- B. A student who is suspended or expelled is not in good standing and is not permitted on the school campus, school grounds, or at a school sponsored activity.
- C. Any person on a school campus or school grounds not in accordance with this policy is hereby declared to be a trespasser and shall be asked to leave immediately by any staff member. Each principal shall keep a log of such incidents which shall provide the name of the person asked to leave and other pertinent information. If said person shall again be seen upon the school campus or school grounds, any staff member shall immediately notify the principal or appropriate local law enforcement officials without further warning.
- D. Individuals who enter School Board property, activity, or School Board meeting without a legitimate reason and create a disturbance or refuse to leave the property or activity when asked by the Board chairperson, Superintendent/designee, principal or person in charge are subject to criminal penalty as provided in Florida Statutes. The person in charge shall contact appropriate law enforcement officials in cases of disruptive activity or refusal to leave the school property or activity and take appropriate actions to have the offender punished as prescribed by law. The Superintendent shall be notified of any such action at schools or school activities.

- E. No person except law enforcement and security officers may have in his/her possession any weapon, illegal substance, or dangerous substance while on school property or at school events.

III. The following emergency response agency(ies) will notify the District in the event of an emergency:

Emergency Response Agency	Type of Emergency
Calhoun County Sheriff's Office	All pertinent emergencies per State law within its legal jurisdiction
Blountstown Police Department	All pertinent emergencies per State law within its legal jurisdiction
Altha Police Department	All pertinent emergencies per State law within its legal jurisdiction

All school district employees shall immediately contact 911 in the event of an emergency involving a serious threat or injury.

IV. Safety, Security, and Emergency Plans

- A. The Superintendent shall develop a School Safety and Security Plan with input from representatives of the local law enforcement agencies, the local Fire Marshall(s), representatives from emergency medical services, building administrators, representative(s) from the local emergency management agency, School Resource Officer(s) and/or representative(s) of the Calhoun County Health Department.
- B. As required by state law, the Superintendent shall require the use of the Florida Safe School Assessment Tool (FSSAT) to conduct a self-assessment of the School District's current safety and security practices for each school.
- C. Upon completion of the self-assessments, the Superintendent shall convene a safety and security review meeting for the purpose of (a) reviewing the current School Safety and Security Plan and the results of the self-assessment; (b) identifying the necessary modifications to the plan; (c) identifying additional necessary training for staff and students; and (d) discussing any other related matter deemed necessary by the meeting participants.

- D. The Superintendent shall present the findings of the safety and security review meeting to the Board for review and approval appropriate school safety, emergency management, and preparedness plans. The Superintendent shall make any necessary recommendations to the School Board that identify strategies and activities that the Board should incorporate into the School Safety and Security Plan and/or implement in order to improve school safety and security. The School Safety and Security Plan is, however, confidential and is not subject to review or release as a public record.
 - E. The Superintendent shall report the self-assessment results and any action taken by the School Board to review the School Safety and Security Plan to the Commissioner of Education within thirty (30) days after the School Board meeting.
 - F. Emergency management and preparedness plans shall include notification procedures for weapon use, hostage and active shooter situations, and hazardous materials and toxic chemical spills, weather emergencies, and exposure resulting from a manmade emergency.
 - G. Emergency management and preparedness procedures for active shooter situations shall engage the participation of the District School Safety Specialist, threat assessment team members, faculty, staff, and students for each school and be conducted by the law enforcement agency or agencies designated as first responders to the school's campus.
 - H. Each school shall develop and maintain an up-to-date plan based upon the uniform guidelines and including the provisions of Florida law, State Board of Education rules, and other applicable regulations.
 - I. Copies of school plans shall be provided to county and city law enforcement agencies, fire departments, and emergency preparedness officials.
- V. Threat Assessment
- A. The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. The School Board's threat assessment process is designed to be consistent with the process for identifying, assessing, and managing students who may pose a threat as set forth in the joint US Secret Service and US Department of Education publication entitled *Threat Assessment in Schools: A guide to Managing Threatening Situations and to Creating Safe School Climates*. The goal of the threat assessment process is to take appropriate preventative or corrective

measures to maintain a safe school environment, protect and support potential victims and to provide assistance as appropriate to the student being assessed. The threat assessment process is centered upon an analysis of the facts and evidence of student behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual student intends to cause physical harm, is engaged in planning or preparing for that event, and/or poses a threat to school safety.

- B. The School Board authorizes the Superintendent to create building-level, trained threat assessment teams. Each team shall be headed by an administrator, either the school principal or designee, and shall include a person with expertise in counseling (school/psychological), instructional personnel, and law enforcement (School Resource Officer); and provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self.
1. The threat assessment team will be responsible for the assessment of individuals whose behavior may pose a threat to the safety of school staff and/ or students; and coordinating resources and interventions for the individual.
 2. Upon a preliminary determination that a student poses a threat of violence or physical harm to him/herself or others, the threat assessment team may obtain criminal history record information. The team must immediately report its determination to the Superintendent who must immediately attempt to notify the student's parent or legal guardian.

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the threat assessment team to engage behavioral health crisis resources. Behavioral health crisis resources, including, but not limited to, mobile crisis teams and school resource officers trained in crisis intervention, shall provide emergency intervention and assessment, make recommendations, and refer the student for appropriate services.

Onsite school personnel shall report all such situations and actions taken to the threat assessment team, which shall contact the other agencies involved with the student and any known service providers to share information and coordinate any necessary follow-up actions.

3. The threat assessment team must consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would post a threat to school safety.
 4. The threat assessment team must plan for the implementation and monitoring of appropriate interventions to manage or mitigate the student's risk for engaging in violence and increasing the likelihood of positive outcomes.
 5. Upon the student's transfer to a different school, the threat assessment team must verify that any intervention services provided to the student remain in place until the threat assessment team of the receiving school independently determines the need for intervention services.
- C. Pursuant to s. 1006.07, all school-based threat assessment teams will use the Comprehensive School Threat Assessment Guidelines (CSTAG) Threat Assessment and Response Protocol to conduct threat assessments.
- D. School personnel within the school district shall receive youth mental health awareness and assistance training. Each school district shall notify all school personnel who have received training of mental health services that are available in the school district, and the individual to contact if a student needs services. The term "mental health services" includes, but is not limited to, community mental health services, health care providers, and services provided under ss. 1006.04 and 1011.62(16).
- V. Safety – Procedures
- A. School alarms shall be monitored, and malfunctions shall be reported for immediate repair.
 - B. A safety program shall be established consistent with the provisions of Policy 8.11.
 - C. Emergency drills (fire, hurricane, tornado, active shooter/ hostage situation, other natural disasters, and school bus) shall be held in compliance with state requirements and formulated in consultation with the appropriate public safety agencies. Each principal, site administrator or transportation official is responsible for:
 1. Developing and posting emergency evacuation routes and procedures;

2. Assigning and training staff members in specified responsibilities to ensure prompt, safe and orderly evacuations; emergency drills and evacuations (as applicable for the specific type of emergency drill);
 3. Identifying and reporting hazardous areas requiring corrective measures; and
 4. Documenting and submitting such documentation of each emergency drill to the District office.
- D. In the event of an emergency, the Superintendent is authorized to dismiss early or close any or all schools. Except that the principal may dismiss the school when the Superintendent or designee cannot be contacted, and an extreme emergency exists endangering the health, safety, or welfare of students. Any such actions shall be reported immediately to the Superintendent or designee along with a statement describing the reasons for the action. Such report shall be submitted to the School Board at the next regular meeting unless a special meeting is held relating to the emergency.

VI. Safety – Violence Prevention

- A. The Superintendent shall develop a violence prevention plan for use by each school.
- B. Training in identification of potentially violent behaviors and the procedures to be implemented shall be provided to personnel of the schools.

VII. Security

- A. The Superintendent shall establish and implement a Domestic Security Plan consistent with the requirements of the National Incident Management System (NIMS).
- B. The Superintendent shall develop and implement guidelines and procedures for reviewing each school's security provisions
- C. The Superintendent shall designate an administrator, or a law enforcement officer employed by the Calhoun County Sheriff's Office as the school safety specialist for the District. The School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District. The School

Safety Specialist's responsibilities include, but are not limited to the following:

1. On an annual basis the school safety specialist will review district and charter school policies and procedures for compliance with state law and rules and ensure the timely and accurate submission of the school environmental safety incident report (FSSAT) to the Department.
2. The School Safety Specialist must provide recommendations to the superintendent and school board at a publicly noticed board meeting identifying strategies and activities that the Board should implement in order to address the findings to improve school safety and security.
3. No later than November 1, the School Safety Specialist shall submit a district best-practice assessment in the FSSAT that includes the school board's action(s) to the school security risk assessment findings and recommendations provided to them.
4. Provide training and resources to students and staff in matters relating to mental health awareness and assistance; emergency procedures (including active assailant training), and school safety and security.
5. The School Safety Specialist will develop a process related to safety used to identify and correct instances of noncompliance at the school.
 - a. Deficiencies relating to safe-school officer coverage must be resolved by the next school day.
 - b. Within 24 hours, the School Safety Specialist must notify the Office of Safe Schools of the deficiencies related to safe-school officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety and welfare of students or staff. The Office of Safe Schools shall be notified within three (3) days of any instance of noncompliance that is not corrected within 60 days.
6. The School Safety Specialist shall notify the district's superintendent if there is a suspected deficiency of the district's and/or a school's noncompliance.

- D. A review of each school's security provisions shall be conducted annually by the principal with a written report submitted to the Superintendent or designee for submission to the Board for review.
- E. Each school's emergency plan shall include security provisions including emergency lockdown procedures.
- F. Policies and procedures for the prevention of violence on school grounds; including assessment of and intervention with individuals whose behavior poses a threat to the safety of the school community shall be established.
- G. Background screening procedures for all staff, volunteers, and mentors shall be adhered to.
- H. Security trailers may be located on school property.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 316.614, 1001.43, 1001.51, 1006.062, 1006.07, 1006.145, 1006.1493, 1006.21, 1013.13, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-1.0403, 6A-3.0171, 6A-100.18

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