

SCHOOL DISTRICT OF PITTSVILLE BOARD POLICY

SUPPORT SERVICES

SAFETY PROGRAMS

SCHOOL SAFETY PLANS

723

The District shall develop and maintain a school safety plan that is individualized to each District school building and facility (and any associated real property) that is regularly occupied by students. The plan may also include District-wide components. The District's school safety plan shall also:

1. Provide general guidelines and procedures for:
 - a. Emergency prevention and mitigation – This includes planned actions that will be taken to decrease the likelihood that a safety emergency event will occur and to reduce the risk of injury, loss of life, and property damage related to any event(s) that cannot be prevented.
 - b. Emergency preparedness – This includes taking steps prior to any imminent or actual emergency to identify roles and responsibilities and lines of authority for handling safety emergencies, communication plans, and plans for training and drilling students and staff on emergency plans and procedures. Preparedness also includes providing for the evaluation of safety drills and for a review of the methods for conducting such drills, as further required by law.
 - c. Emergency response – This includes planned responses and possible methods of responding to specific types of emergencies.
 - d. Recovery from emergencies – This includes planned actions that will be taken to restore educational operations in the schools and to assist students, staff, and families with recovering from school safety emergency incidents.
2. Provide guidelines and procedures that can be applied to at least each of the following situations:
 - a. Fire and weather-related emergencies;
 - b. School violence and attacks;
 - c. Threats of school violence and attacks, including bomb threats affecting any District facilities or activities;
 - d. Threats to non-classroom events, including recess, concerts and other performances, athletic events, and any other extracurricular activity or event;
 - e. Intruder situations;
 - f. Parent-student reunification;

The District Administrator shall present the District's school safety plan to the School Board for review and formal approval at least once every three (3) years.

Prior to presenting the District safety plan for Board approval or re-approval (including any amendments to the plan) the District Administrator shall coordinate and oversee an administrative review of the plan and, if deemed necessary or appropriate, propose updates to the plan. As part of the administrative review and updating process, the

administration shall (1) conduct an on-site assessment of appropriate buildings and facilities, in consultation with law enforcement; and (2) obtain input from appropriate stakeholders and subject matter experts.

The District Administrator or his/her administrative-level designee shall ensure that a written proposal for safety plan training that identifies the intended recipients and frequency of such training is either (1) incorporated directly into the District’s school safety plan, or (2) prepared and presented to the Board for separate approval at or near the time that the District safety plan is presented for Board approval or re-approval.

DISSEMINATION OF THE DISTRICT SCHOOL SAFETY PLAN

The District Administrator or his/her administrative-level designee shall ensure that:

1. A copy of the District’s current school safety plan is filed with the state Office of School Safety, as required by law; with appropriate law enforcement, fire, and other emergency response agencies; and with any other persons or entities that may be specified in state law or within the plan.
2. Blueprints or other acceptable schematic of District buildings/facilities are filed with law enforcement personnel and with the state Office of School Safety, as required by law.

A current copy of the District-wide and the facility-specific school safety plans shall be kept in the main District Office and in the main administrative office of each school/facility that is regularly occupied by students.

A reference or summary document derived from the District school safety plan shall be placed in each classroom or otherwise made readily available to all staff members.

Legal References:

Wisconsin Statutes

- [Section 115.01\(10\)](#) [school days and school closings due to inclement weather or other conditions affecting health or safety]
- [Section 118.07](#) [health and safety requirements, including school safety plans, safety drills, and related staff training]
- [Section 175.32](#) [mandatory reporting of threats of school violence]

First Reading of Updates: July 11, 2018

2nd Reading and Adoption: August 13, 2018