

8530 SAFETY AND GENERAL WELFARE

The Grand Island Public Schools is committed to providing and maintaining a safe and healthy work environment. The administration is to make the safety of employees an integral part of the management function. Each employee is to make safety an integral part of their duties by following established safety regulations and procedures, assisting in accident prevention activities by reporting any job-related injury to the administration immediately, reporting unsafe conditions immediately, and providing suggestions to eliminate accidents and injuries. Failure to follow safety rules may lead to disciplinary action up to and including termination.

Safety and health management is the ultimate responsibility of the Board. Functional authority for continued development and implementation of health and safety is hereby delegated to the Superintendent or the Superintendent's designee.

The Superintendent, or designee, is designated as and shall serve as the primary liaison between emergency personnel and the District in the event of an incident. The Superintendent, or designee, shall designate individuals within each building to serve as a liaison between emergency personnel and the District in the event of an incident. The Superintendent, or designee, shall inform emergency personnel of the persons designated as liaisons.

The Superintendent, or designee, shall ensure that emergency drills are conducted at least as often as required by law, including fire drills conducted at least once a month with one additional drill being conducted during the first 30 days of school, tornado drills conducted at least once during the first two weeks of school and at least once during the month of March, and bus evacuation drills conducted at least two times during the school year involving all students and appropriate staff.

The Superintendent, or designee, shall ensure that, in the event of an emergency, the District has methods of communication to reach all internal and external stakeholders and that the District has a plan for public communication to gather, verify, coordinate, and disseminate information during an incident.

The Superintendent, or designee shall ensure that multi-hazard training is provided for specified employees in required areas to comply with local, state, and federal regulations, as well as non-required areas to improve safety within the District.

Safety Committee

A Safety Committee is hereby created. The Superintendent, or designee, shall coordinate and maintain the Safety Committee. The Safety Committee will be made up of community stakeholders willing to serve on the Committee. The following members of the community are asked to serve on the Safety Committee: parents, law enforcement and local first responder professionals, teachers, administrators, mental health professionals, custodians, school nurses, local emergency managers, IT managers, and school transportation personnel.

The Safety Committee shall meet at least annually to review safety standards and protocols. The Safety Committee may designate subcommittees to report to the Safety Committee.

The Safety Committee shall:

- Prepare and communicate with local authorities (e.g., fire, police, school resource officers, rescue, and emergency management personnel) at least annually. Such communications shall include collaborations with local authorities to identify and address safety and security issues.
- Consider, develop and implement guidelines for event and incident management. Such guidelines shall be reviewed and practiced by all employees, students and relevant stakeholders at least annually.
- Consider, develop and implement standard response and practice procedures for emergency situations, such as lock downs, lock outs, evacuations and shelter. Such procedures shall be reviewed and practiced by all employees, students and relevant stakeholders at least annually.

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Such procedures shall include a plan to identify and document crisis communication procedures with the following stakeholder groups: emergency responders, employees, students, parents/guardians, media, and others as needed. Such procedures shall also provide information to staff to empower staff to initiate protection actions, when appropriate.

- Take any reasonably necessary steps to ensure that the District is in compliance with all applicable fire and life safety codes.
- Take any reasonably necessary steps to ensure that the District has standardized and visible interior and exterior signage for emergency responders.
- Consider, develop and implement strategies and processes to assess observable, positive relationships between students and employees and students and other students.
- Consider, develop and implement strategies and processes to create a respectful, positive, and safe environment conducive to learning.
- Consider, develop and implement procedures to monitor school safety and security protocols for off-campus school sponsored events.
- Consider, develop and implement a student assistance process where problem solving can occur and intervention strategies are recommended and implemented.
- Consider, develop and implement a plan for behavioral threat assessments and conducting threat assessment protocols using trained staff.
- Consider, develop and implement safety and security procedures to monitor before and after-school activities, including other facility users.
- Identify mental health resources and use such resources when appropriate.
- Ensure that procedures are in place that require all District employees to participate annually in at least one hour of suicide prevention training.
- Ensure that all school buildings have designated multiple evacuation assembly locations for each building, and that staff and students within each building are aware of said locations.
- Review the District's bullying policy and student dating violence policy at least annually and recommend to the Board any proposed changes to the District's bullying policy and/or student dating violence policy.
- Consider, develop and implement a protocol for an annual inventory of all chemicals (e.g., classrooms, custodial, buildings, and grounds), proper storage, and disposal of unused or outdated chemicals.
- Ensure that the District maintains immunization records for all students and uses the data for health and safety of students, when appropriate.
- Conduct a District-wide safety and security self-assessment for each building.
- Conduct a safety audit on an annual basis.
- Review at least annually the District's policies and protocols on active supervision throughout school buildings and campus, and recommend any changes in policies or protocols to the Board.
- Review at least annually the District's policies and protocols on security and visitors (including visitors in specialized areas, such as prekindergarten areas, playgrounds, science labs, and so forth) in school buildings, and compare the District's policies and protocols with guidance issued by the Readiness and Emergency Management for Schools Technical Assistance Center (REMS-TA), and recommend any changes in policies or protocols to the Board.
- Conduct a performance review of emergency drills and suggest any changes, when appropriate.
- For any safety and security procedures or protocols, review said procedures and protocols to ensure that such procedures and protocols accommodate individuals with special needs.
- Consider, develop and implement procedures supporting academic, physical, operational and psychological/emotional aspects of an incident, after an incident occurs. Such procedures shall ensure that students and employees are supported and given an opportunity to address psychological and emotional health needs after an incident. Such procedures shall also ensure that resource requests and management of the incident be conducted in a way that supports the psychological and emotional needs of students and staff after an incident. The Committee shall explore mutual aid agreements to address the academic, physical, operational, psychological, and emotional recovery areas, and make any recommendations to the Board.
- Adopt and maintain an effective written Injury Prevention Program for the District.

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The Safety Committee shall maintain documentation of its compliance with this policy.

Legal Reference: Nebraska Department of Education Title 92 Nebraska Administrative Code, Chapter 10, Rule 10 Accreditation of Schools, 011.01b, c, d, e, f, g (Seclusion and Restraints, Bullying, Dating Violence); 79-2,137 (Bullying); 79-2,138 to 79-2,142 (Dating Violence); 79-2,146 (Suicide Awareness, 2015-2016); Criminal Code Sec. 28-318 (Sexual Harassment); Nebraska Department of Education Title 92 Nebraska Administrative Code, Chapter 11, Rule 11 Accreditation of Schools, 004.11g (Pre-K CPR and First Aid) Neb. Rev. Stat. §§ 48-443 to 48-445

8530.1 Safety and Security Precautions in Schools

Policy Adopted - November 3, 1980

Policy Revised: 2-2-98

Policy Revised: 11.08.2012

Policy Revised: 05.11.2017

Policy Revised: 06.14.2018

Policy Revised: 10.08.2020

The Grand Island Public Schools does not discriminate on the basis of sex in any educational program or activity that it operates. The District is required by Title IX (20 U.S.C. § 1681) and 34 CFR Part 106 not to discriminate in such a manner. This requirement not to discriminate also applies to admission and employment. Any inquiries about the application of Title IX may be referred to the District Title IX Coordinator, to the Assistant Secretary of the Office of Civil Rights, or both. The GIPS Board of Education designates the following individuals to serve as GIPS Title IX Coordinators for students and staff and serve as Compliance Coordinator:

Title: Dr. Robin R. Dexter, Associate Superintendent
Coordinator for Student Complaints and Compliance Coordinator
Office address:
Kneale Administration Building, 123 S. Webb Road, Grand Island, NE 68802
Email: rdexter@gips.org
Phone number: 308-385-5900

Title: Ms. Kristen Irej, Chief of Human Capital Management
Coordinator for Staff Complaints
Office address:
Kneale Administration Building, 123 S. Webb Road, Grand Island, NE 68802
Email: kirej@gips.org
Phone number: 308-385-5900

For information regarding the Grand Island Public Schools procedure for complaints of sexual harassment including the complaint process, how to file a report or a complaint of sexual harassment, how to file a formal complaint of sexual harassment, and how the District will respond to such complaints see Board Policy, 6205 Staff and 8505 Student, located on the GIPS web site.

8530.1 Safety and Security Precautions in Schools

Revised 10.08.2020

1. Classroom Doors:

The classroom door shall remain locked and closed throughout the school day. All teachers, subs and para-educators shall have a school I.D. badge with a classroom key. A locked door is a proven deterrent to an intruder.

Classroom doors and doors of any room where staff work with students must have a window. The purpose of the window is for the safety and protection of students and staff. If your room does not have a window, notify your principal so one will be installed. Classroom door windows shall not be covered during classroom instruction.

Doors with self-closures are generally fire doors and are designed to be closed to prevent the spreading of a fire.

2. Exterior doors:

Exterior doors shall be locked during the school day. When an exterior door is locked, do not prop the door open with any object.

3. Classroom Artwork and Teaching Material:

Wall displays of child art and/or teaching aids attached to the wall surface cannot cover more than **20 percent** of usable space of that wall surface. The display must be flat on the wall using **Mavalus** tape and must not be three-dimensional.

4. Hanging Teaching Aids, Child Prepared Artwork, etc. from the Ceiling:

State Law prohibits the hanging anything from a ceiling light fixture, fire alarm sensors, fire strobe lamps, sprinkler heads or overhead pipes. Teaching Aids and child prepared art work may be hung from the ceiling, but they will be included in the **20 percent** of usable space of the ceiling, cannot hang any closer than **7 feet** to the floor and **24 inches** below the ceiling.

5. Area "Play Tents" and Canopies in Classrooms:

Play tents, canopies and tarps would likely block the fire sprinkler system in the event of a fire and are not allowed in the classroom.

6. Personal Items, Fire Hazards and other Hazards:

Personalized furniture must have approval from the building administrator.

Candles, the burning of incense or other types of flames is a fire hazard and may not be in the classroom. Plug-in scented oil warmers, candle warmers and wax melting devices create heat and create a burn risk, and are prohibited from being in the school building.

The use of essential oils or essential oil diffusers will not be permitted in district facilities by students, staff or visitors. Essential oils and/or diffusers may cause student and staff health problems.

Any alterations of devices, whether they be light switches, outlets, light fixtures, or electrical panels are to pass National Electric Code standard and the Life Safety Standard of the National Fire Code. The placing of a shield over a manufactured installed light fixture is an unapproved alteration under those codes and prohibited in the school building.

Cleaning supplies are provided to you through the school district and custodial staff is trained to use approved cleaning supplies. Please refrain from bringing cleaning chemicals from your home.

7. School Identification badges:

School identification badges are to be worn at all times when you are on duty. Wear the school identification badge on your upper body so the identification is visible.

8. School owned and personally owned electronic equipment:

The school district will provide you a safe extension cord with a surge protector. An extra extension cord added to the surge protector can cause the wire to overheat and defeats the purpose of the surge protector. Make sure the district issued extension cord is not a trip hazard. The school district will provide you with cord covers. Please do not use any extension cords from home.

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Personal electronic equipment such as refrigerators, microwaves, toasters, heaters and coffee pots are not permitted in classrooms. Our primary concern is the safety of students and a secondary concern is energy savings. A group of staff may request permission from the principal to share a device when the break room is a distance from the classroom.

All computers and other electronic devices are to be shut off/down every day when the schoolroom is vacated.