

DISTRICT SAFETY PLAN
AUGUST 13, 2018



2018-19

STAFF TRAINING REQUIREMENTS

Fire Drills (8)

- (6) Drills completed by 12/31
 - (1) Must occur during a lunch period or assembly
- (2) Drills completed by 5/31

Shelter in Place (8)

- Either Scheduled/naturally occurring

Evacuation/Relocation Drill

- (1) prior to 10/12
- In coordination with the District Training Officer



2018-19

STAFF TRAINING REQUIREMENTS

Lockdown Drills (4)

- (1) Scheduled by Building Principal (Staff not informed)
 - (1) Drill completed by 10/12
- (3) Scheduled by District Office : 10/15 - 5/31
 - (2) Unannounced Drills
 - (1) Unannounced Drill with Law Enforcement
 - Principals will be participants, not observers.

21 TOTAL



2018-19

BUILDING VISITOR TRAINING REQUIREMENTS

1. After School Programs/Use of Building by an Outside Group

- **Must be trained in the District's Safety Plan prior to use**

2. Events & Performances

- **The Building Principal/designee must announce at the beginning of the program the procedures to be followed in the event of an emergency.**



2018-19

BUS EMERGENCY DRILLS

Bus Emergency Drills (3)

- 1 drill within the first 7 days of school
- 1 drill between November 1 and December 31
- 1 drill between March 1 and April 30

Walkers must also receive training.

Riders must be provided instruction of the proper use of seatbelts.



COMMUNICATION WITH FAMILIES: LOCKDOWN DRILLS

- Notification of families of drills after the fact.
 - Michele Darstein prescribed language for all Principals to utilize after drill has occurred.
 - School Messenger, e-mail and texting parents



EMERGENCY RELOCATION

High School:

*Primary - Middle School (Auditorium, Cafeteria & Gym)

Secondary - Union Pleasant (2 Auditorium's, 2 Cafeteria's)

Middle School:

*Primary - High School (Auditorium)

Secondary - Union Pleasant (Levels 7 &8, 2 Auditorium's)

Secondary - Charlotte Avenue (Level 6, Auditorium)



EMERGENCY RELOCATION

Armor Elementary:

*Primary - Administration Building



Secondary - High School (Auditorium)

Boston Valley Elementary:

*Primary - Boston Fire Hall



Secondary - High School (Auditorium)



EMERGENCY RELOCATION

Charlotte Avenue Elementary

*Hamburg Assembly of God Church



High School (Auditorium)

Union Pleasant Elementary

*Hamburg United Methodist Church

*First Baptist Church of Hamburg



High School (Auditorium)



DISTRICT WIDE EVACUATION

In the event of a district wide evacuation transportation will be provided by:

- Fisher Bus
- Orchard Park Central School District



CONTINUING THIS SCHOOL YEAR

- **Bus Driver/Attendant Training**
 - Epi-Pen, CPR, Emergency on the bus
- **Expanded Safety Training for:**
 - Coaches
 - Buildings & Grounds Staff (AED,CPR & 1st Aid) 8/8/18
- **Food Service/Cafeteria Staff**
 - Heimlich Maneuver/Epi-pen
 - Cafeteria Evacuation Plan& Training
- **Stop the Bleed Training**
 - All staff to be trained by 6/30/19
- **School Resource Officer (SRO)**



NEW THIS SCHOOL YEAR

- Playground Inspection/Safety Recommendations
 - Fencing/Bollards/Rocks
- District Wide Communication App (Remind)
 - Urgent Safety Messages (weather/environmental hazard/threat)
 - Instructional reminders
 - Athletic reminders
- Tourniquets distributed to all classrooms
- Electronic calendar required at all buildings
 - Real-time visitor information when assessing access to buildings
- Charlotte Avenue and Boston Valley Elementary School dismissal from relocation site.

