

SPRINGFIELD PUBLIC SCHOOLS
Springfield, New Jersey 07081

POLICY: CRISIS PREVENTION AND RESPONSE

The district recognizes that schools are subject to a number of potentially disruptive events, and these events may include major crises.

Being prepared for crises can enhance the district's effectiveness in responding, and therefore it shall be the Chief School Administrator's responsibility to direct the development of a plan that safeguards human life and provides clear direction to the staff for responding to such events which can cause emotional or physical trauma.

Although there is no guarantee that a district or school will ever be completely safe from crime, the district will take the following security measures to lessen the chances of violence occurring on school grounds.

- A. The district will coordinate a district-wide school safety and security committee comprised of school officials, law enforcement officials, other youth-service providers, parents and students. The committee will plan what safety measures are needed and how they can be implemented as well as regularly review individual school safety and security measures.
- B. Principals will acquire a greater awareness of security and safety measures in dealing with violent acts or threats, and take greater responsibility in working with the Board of Education and district administrators to implement site security programs.
- C. Each school and the district will develop a comprehensive crisis management plan that incorporates resources available through other community agencies.
- D. A school communications network will be established that links classrooms and playground supervisors with the front office or security staff as well as with local law enforcement and fire departments.
- E. School staff will be informed and regularly updated on safety plans through in-service training. The training will include certificated staff, support staff, part-time employees and substitute teachers, and may include parents and community volunteers.
- F. Access points to school grounds will be limited and monitored during the school day. A single visitor entrance to the school should be electronically monitored or supervised. Visitors shall sign in at the office and wear an

identification pass. Delivery entrances used by vendors will be checked regularly.

- G. Students will be taught to take responsibility for their own safety by reporting suspicious individuals or unusual activity on school grounds or in the schools and by learning personal safety and conflict resolution techniques.
- H. The district will establish a health and social studies curriculum that focuses on the teaching of non-violence, pro-social skills, conflict resolution, law-related education and good decision-making.
- I. The district and each school will develop a written crisis plan and procedures, and will conduct safety drills to insure knowledge of the procedures so that each staff member and student knows what to do in an emergency.

Included in this Crisis Prevention and Response plan should be specific procedures for helping school staff recognize the “warning signs of students at-risk of violence” and reporting procedures. In addition, specific safety drill procedures should be developed to deal with intruders, bomb threats and a hostage situation.

Approved: October 18, 1999

Revised: August 18, 2008