

CROMWELL PUBLIC SCHOOLS

BOARD OF EDUCATION POLICY

Personnel – Certified/Non-Certified Employee Safety

Adopted: 4/8/14

Revised:

School Security and Safety Committee

The Cromwell Board of Education shall establish at each school a school security and safety committee to increase staff and student awareness of safety and health issues and to review the adequacy of emergency response procedures at each school in the District. The committee shall be responsible for assisting in the development of the school's security and safety plan for the school and administering such plan.

The Board believes the involvement of key community stakeholders is central to success in developing and implementing a comprehensive emergency readiness plan. Membership in the school district safety committee must include a local law enforcement officer, a local first responder (fire department), a teacher, an administrator, a mental health professional (guidance counselor, school social worker, school psychologist, school nurse or child mental health specialist), a parent/guardian of an enrolled student and any other person the Board finds necessary. The collaborating team shall assess need and develop the school security and safety plan/emergency management plan and assist in its implementation and review.

It is critical that the District, when developing a plan to prepare for, prevent, respond to and recover from incidents, regardless of cause, size or complexity, understand and utilize in a school emergency situation the consistent approach embodied in the National Incident Management System (NIMS) offered by the U.S. Department of Homeland Security. Also, the school security and safety plan for each school shall be based upon the school security and safety plan standards developed by the Department of Emergency Services and Public Protection.

(cf. 3516 - Safe and Secure School Facilities, Equipment and Grounds)

(cf. 3517 – Security of Buildings and Grounds)

Legal Reference: Connecticut General Statutes
10-220f Safety committee

PA98-252 An Act Concerning Revisions to the Education Statutes and the Registration of Interpreters for the Deaf and Hearing Impaired. (Sec. 67)

PA 13-3 An Act Concerning Gun Violence Prevention and Children's Safety (Sections 86, 87)

School Security and Safety Committee Regulations

PURPOSE:

To establish a School Security and Safety Committee at each school and to give the Committee the specific authority to assist in the development of the school's security and safety plan and administering such plan.

A. Committee Membership:

The Committee shall be composed of (1) a local police officer, (2) a local first responder, (3) a teacher from the schools (4) an administrator from the school, (5) a mental health professional (guidance counselor, social worker, psychologist, nurse, child mental health specialist), (6) a parent/guardian of an enrolled student, (7) any other person the Board of Education finds necessary.

B. Committee Responsibilities:

The School Security and Safety Committee shall be responsible for the following matters:

1. To develop and implement a comprehensive school security and safety plan (emergency prevention, readiness, response and recovery program utilizing the tenets of the National Incident Management System (NIMS), based upon the standards issued by the Department of Emergency Services and Public Protection (DESPP).
2. Review, update and submit, via the Board of Education, the school's security and safety plan to the Department of Emergency Services and Public Protection.
3. To develop safe employee work habits and safe attitudes.
4. To focus employee attention on specific causes of employee accidents.
5. To develop components for the employee safety and school security training program.
6. To give employees an opportunity to participate in accident prevention activities.
7. To provide a channel of communication between employees and management.
8. To improve employee and public relations.
9. To implement employee safety and security procedures and programs.
10. To comply with OSHA and other Federal or State-mandated safety policies.
11. To develop and recommend to appropriate management personnel, procedures and policies which further the purposes of this Committee.

C. District Policy:

It is the policy of the Board of Education that every employee is entitled to work under safe working conditions.

To this end, every reasonable effort will be made to provide a safe and secure learning and working environment, prevent accidents and to preserve employee health and safety on the job.

Management personnel are responsible for ensuring that safety and security procedures established by the Committee, special rules issued by administration and any other applicable safety and security instructions are consistently enforce. In addition, they are responsible for providing adequate safety instruction and security and job training to every employee under their supervision.

C. District Policy: (continued)

All employees are responsible for promptly reporting to their supervisor any hazardous condition or procedure that affects them, their fellow workers, students or the general public.

All employees are responsible for assisting in the conduct of accident investigations and for performing job safety analysis to identify and correct hazardous conditions in order to prevent accidents.

All employees are encouraged to submit written suggestions on improving safe and secure working conditions and work procedures. Suggested improvements will be evaluated by the Committee and, if adopted, will be included in revised procedures which will be referred to the respective management personnel for implementation.

Employees shall identify unsafe conditions and unsafe procedures, so they can be corrected.

Employees are responsible for immediately reporting unsafe conditions to their supervisor.

All accidents must be reported to the supervisor immediately, whether or not a personal injury or property damage is involved.

D. Committee Meetings:

The Safety Committee will meet on a quarterly basis on the call of the Chairperson. Meeting dates will be posted in all work locations.

The Safety Committee is NOT a grievance committee.

All suggestions, or recommendations to improve on-the-job safety and school security, may be submitted to supervisors or to any Committee member for consideration.