



# How to Reinvigorate Your Safety Committee

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What is the highest safety concern  
— in your school right now?

Post-it exercise

# Purpose - ACT 309 - Designated Safety Coordinator

- A safe & secure learning environment
- Demonstrates the importance of safety in your district - voice/group decision making
- Eliminate hazards & risk
- Protect our employees, students, visitors
- Prevent workplace injuries
- Worker's comp claims/trends
  - By group, day of the week, by type
  - Insurance costs - Mod premiums



# Committee Members - Safety Champions

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Representation of the workforce - diversity, equity, inclusion

Every school represented

Fire/Police/First Responders

Nurse

Pupil Services/Student Services

Environmental

Worker's Comp Carrier/Property Insurance



# Roles & Responsibilities

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- Business Manager/Budgeting
- ICS Members
- Chemical Hygiene
- Auditorium Director
- Athletic/Recreation Director
- Students where you can
- Rotate Members as needed
- Subcommittees?

Matching skills and positions



# Facilitator

Agendas/Topics/Structure/Frequency



## Table Top Exercises

Administrative Team

Business Cabinet

Custodial evening

crews

Transportation

IT - malware attacks

Be creative & practical



**Farmers Market**

**Sky Diving**

**Donkey Basketball**

**Ice Fishing**

**Deer Stands**

**Mechanical Bull**

**Fireworks**

**Car Smashing**

**Build an Airplane**

**Drone in Pool**

**Helicopter to Homecoming**



# WSSCA Road Map



Security	Opportunity to Improve	In Progress	Fully Implemented	NA
<i>Established Safety Team</i>				
<i>Regular Safety Team Meetings</i>				
<i>Established Threat Assessment Process</i>				
<i>Written Safety/Security Plan</i>				
<i>Annual Update of Safety/Security Plan</i>				
<i>Annual School Violence Training For Staff</i>				
<i>Twice a Year School Violence Drills</i>				
<i>Established School Resource Officer MOU (If Applies)</i>				
<i>Visitor Management Program</i>				
<i>Established Off Site Evacuation Agreements</i>				
<i>Practice Offsite Evacuations</i>				
<i>After School Safety &amp; Security Procedures</i>				
<i>Law Enforcement Completion of a CPTED (Crime Prevention Through Environmental Design) Evaluation</i>				
<i>Updating the DOJ Sharefile Twice a Year</i>				
<i>Stop The Bleed Training</i>				
<i>Annual Report to School Board</i>				
<i>Attend Annual WSSCA Conference &amp; Maintain Certification</i>				
<i>Quarterly Audit of Surveillance</i>				
<i>Annual Audit of Building Access Software</i>				
<i>Annual Survey of Parents Regarding School Safety</i>				
<i>Annual Survey of Students Regarding School Safety</i>				
<i>Annual Survey of Staff Regarding School Safety</i>				

# WSSCA Road Map



Safety				
<i>Written Hazard Communications Plan</i>				
<i>Written Business Continuity Plan</i>				
<i>Written Chemical Hygiene Plan</i>				
<i>Twice a Year Tornado Drills</i>				
<i>Monthly Fire Drills</i>				
<i>All Staff Trained in Blood Borne Pathogens</i>				
<i>All Staff Trained in Bullying &amp; Harassment</i>				
<i>Indoor Environmental Quality Inspections</i>				
<i>Annual Asbestos Notification</i>				
<i>Monthly Playground Inspections</i>				
<i>Annual Elevator Inspections</i>				
<i>Annual Bleacher Inspections</i>				
<i>Annual Lift Inspections (Including Auto Shop)</i>				
<i>Annual Fume/Fan Hood Inspections (Including Kitchens)</i>				
<i>Monthly Fire Extinguisher Inspections</i>				
<i>Annual Fire Alarm Inspections</i>				
<i>Monthly Water Testing (Lead, Copper, Arsenic)</i>				
<i>Monthly Defibrillator Inspections</i>				
<i>Fire Door Drop Testing</i>				
<i>Annual CPR Training</i>				
<i>Annual Meeting with Risk Management to Review Program</i>				
<i>Performing Arts Set Construction Inspections</i>				
<i>Annual Review of Playground Management &amp; Supervision</i>				
<i>Annual Classroom Safety Checklist- Completed By Staff</i>				
<i>Annual Update of SDS Sheets</i>				
<i>Annual Backflow Preventer Inspection</i>				

# WSSCA Road Map

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Playground inspections

Fire extinguishers inspections

Safety walks

AED checks

Fire drill logs



# WSSCA Road Map



CRISIS MANAGEMENT	INITIALS	DATE COMPLETED	Description of tabletop/drill	Applicable links
JUNE- SCHEDULE ALL STAFF SAFETY TRAINING				
JULY- SCHEDULE ALL DRILLS & SAFETY MEETINGS				
SEPTEMBER-UPDATE CRISIS AND CONTINUITY PLAN				
UPDATE VISITOR MANAGEMENT PROGRAM				
UPDATE OFF-SITE AGREEMENT				
SRO MOU				
CPTED EVALUATION				
FALL TABLETOP				
SPRING TABLETOP				
SCHOOL VIOLENCE DRILL 1				
SCHOOL VIOLENCE DRILL 2				
TORNADO DRILL 1				
TORNADO DRILL 2				
EVACUATION				
REPORT TO BOARD				
CANINE ASST SEARCH 1				
CANINE ASST SEARCH 2				

MISC COMPLIANCE	TARGET MONTH	DATE COMPLETED	CONCERNS/NOTES/LINKS
ELEVATOR INSPECTION			
LIFT INSPECTION			
FUME HOOD INSPECTION			
FIRE ALARM INSPECTION			
BLEACHER INSPECTION			
PAC SET INSPECTION			
CHEMICAL HYGIENE REVIEW			
SURVEILLANCE REVIEW			
DOOR ACCESS REVIEW			
ANNUAL SURVEY OF STAFF			
ANNUAL SURVEY OF STUDENTS			
ANNUAL SURVEY OF PARENTS			
ANNUAL CLASSROOM SAFETY CHECKLIST			
ANNUAL RISK MANAGEMENT REVIEW			
ANNUAL BBP TRAINING			
ANNUAL IAQ TESTING			
ANNUAL SDS REVIEW			

# WSSCA Road Map



## CONSIDER CREATING A DASHBOARD TO MEASURE YOUR PROGRAM SUCCESS

ITEM	GOAL	2019	2020	2021
STUDENTS FEELING SAFE				
PARENTS FEELING OF THEIR STUDENT'S SAFETY				
STAFF FEELING SAFE				
CAMERAS OPERATIONAL				
NUMBER OF VISITORS				
NUMBER OF THREAT ASSESSMENTS				
POSITIVE HITS FROM DRUG SEARCHES				
NUMBER OF AFTER SCHOOL INCIDENTS INVOLVING LAW ENFORCEMENT				
NUMBER OF EMPLOYEE INJURIES				
NUMBER OF STUDENT INJURIES				
NUMBER OF LOST TIME INJURIES				
INSURANCE MOD				
% OF DRILLS COMPLETED				
VISITS TO HEALTHROOM				

# Annual Requirements & Norms

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Promote Safety

OSHA/DSPS/State Compliance

Meeting frequency

Office of School Safety Compliance

Accident Investigation

Non-negotiables

Correct employees' unsafe behaviors

Track & reward accomplishments and take wins

Train & Learn Together

Ability to adjust on the fly - regional & national events determine what we might need to focus on

# Prioritizing Exercises

Learning Walk - Identify

Administering Risks

Dot Exercise

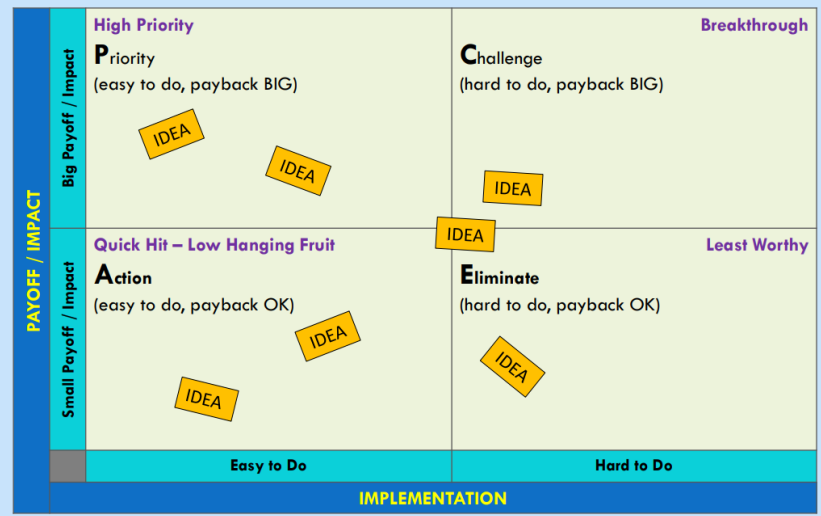
Pace Diagram/Payoff Matrix

*Control Techniques -*

Avoid, Prevent, Reduce,

Segregate, Transfer

Payoff Matrix / PACE Diagram



Input

Feedback

Voice all heard

Easy buy-in

# Safety Spotlights

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Newsletters - Director's Cut/Safety Spotlight

Videos

Trainings

General Safety awareness

ALICE/Run Hide Fight/Etc

Rewards

April - Severe Weather awareness

Communication Loops

Reporting

911

Update School Board

Gaining momentum

Staff & Skill Survey & Inventory



# Monthly Newsletter

# Safety Videos

## TORNADO AWARENESS MONTH

April is Tornado Awareness Month. Each year many school districts nationwide are impacted by tornadoes in their community. Damage caused by tornadoes to schools or anywhere in our community can impact all of us. We may need to shut down a building due to damage or turn it over to FEMA as a shelter for families. I personally have experienced the aftermath of a tornado. In August of 1992, my grandparent's home in Wautoma, WI was destroyed by a tornado. We spent a week digging through debris and walking fields looking for their personal belongings that were scattered for miles. I recall driving up to where their home once stood but...the home was gone. For this reason among others I take severe weather more seriously.

A quick YouTube search for live footage of tornadoes ripping through schools generates numerous videos. A google search for footage of the damage to schools generates similar results. Here is a link showing the [damage to a high school in South Carolina](#). The school building was likely a complete loss. In most cases the lives of the staff, students, and families are disrupted for more than a year after these types of situations.

In late March, Building Principals, Reid Oldenburg, Craig Pape and myself participated in a severe weather presentation conducted by Mark McGinnis of Fair Skies. He has worked with our district to help establish us as one of the very few districts nationwide that is considered "Storm Ready". We identified areas that we can improve upon and this team will reconvene to do so. We know that we cannot prevent severe weather or tornadoes but we can prepare for them and reduce or prevent injuries caused by these conditions. Tornado and Severe Weather Preparedness can save lives, therefore on Thursday, April 15th all of us will be participating in a statewide tornado drill.

Once again due to the pandemic we will conduct our Shelter Drill a.k.a. Tornado Drill differently. Rather than moving our staff and students to the identified shelter areas in our buildings we will stay in our classrooms where we will participate in a video presented by myself and Officer Hackett. This video will also ask each staff member with students to explain the route they would take to their designated shelter area from their current classroom.

In light of Tornado Awareness month and our upcoming drill, please review the SHELTER section of our SRP Posters.



## SHELTER! Hazard and safety strategy.

### STUDENTS

Use appropriate safety strategy for the hazard

#### Hazard

Tornado  
Hazmat  
Earthquake  
Tsunami

#### Safety Strategy

Evacuate to shelter area  
Seal the room  
Drop, cover and hold  
Get to high ground

### ADULTS

Lead safety strategy  
Account for students and adults  
Notify if missing, extra or injured students or adults



# Partnerships/Collaboration

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Local Enforcement - County when needed

Service affiliates

Suppliers/Contractors

Safety organizations like WSSCA

Environmental contractor

Insurance agencies - we want the mod down

Sharing with other districts - have we sat in on other districts?



# Payoff Matrix / PACE Diagram

PAYOFF / IMPACT

Big Payoff / Impact

**H**igh Priority

**P**riority  
(easy to do, payback BIG)

IDEA

IDEA

**B**reakthrough

**C**hallenge  
(hard to do, payback BIG)

IDEA

IDEA

Small Payoff / Impact

**Q**uick Hit – Low Hanging Fruit

**A**ction  
(easy to do, payback OK)

IDEA

IDEA

**L**east Worthy

**E**liminate  
(hard to do, payback OK)

IDEA

Easy to Do

Hard to Do

IMPLEMENTATION

# Time for Questions

Wssca.org

<https://iloveuguys.org/>

Safe & Sound Schools - <https://www.safeandsoundschools.org/>

