



# **Safety & Security Audit**

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# Texas Education Code (TEC) §37.108

## Multi-Hazard Emergency Operations Plan & Safety and Security Audits

- Districts must implement a multi-hazard emergency operations plan that addresses prevention, mitigation, preparedness, response, and recovery.
- Plan must address training in responding to an emergency as an employee and substitute teacher
- District must ensure each classroom is equipped with a telephone or other electronic communication device
- District must ensure district communications technology and infrastructure are adequate to allow for communication during an emergency
- Plan must address emergency response drills in each facility
- District must coordinate with local emergency management agencies, health departments, law enforcement, and fire departments



# Security Audits

At least once every three years, each school district shall conduct a safety and security audit of the district's facilities.

Each district must follow safety and security audit procedures developed by the Texas School Safety Center or a person included in the registry established by the Texas School Safety Center in accordance with the TEC (§ 37.2091).



# **CISD Audit Timeline**

## **Current three-year cycle**

- 2017-2020
- Auditor = Region 10 Staff
- All audits completed & submitted (CRE/CHS)

## **Next three-year cycle**

- 2020-2023
- Auditor = CISD Coordinator of Safety and Security



# What does a campus audit consist of?

Auditor contacts campus principals, who complete preliminary paperwork and facilitate staff surveys

Auditor visits campuses & conducts interviews with select employees (administrative staff, school nurse, and some teachers)

Auditor submits report to district containing findings, commendations, and recommendations

District submits final reports to the Texas School Safety Center



# Results

## Commendations

- Based on observations and discussions with staff members, it appears that security and student safety are considered priorities at our campuses.
- Use of the Raptor system for visitor check-in is a significant asset to building security.
- Staff members have been instructed to notice if a visitor is wearing a badge. If the visitor is not wearing a badge, he or she is escorted to the office to check in via the Raptor system and get a visitor's badge.
- Every staff member has an identification badge which they are expected to wear during the school day.
- Every classroom has a telephone for teacher use.



# Results

## Commendations (continued)

- A comprehensive schoolwide crisis/emergency plan is in place. It is reported that the Campus Crisis Team meets periodically during the school year to review procedures and update the plan as needed.
- All staff members and students in Coppell ISD have been familiarized with the Standard Response Protocol (SRP). This system provides a standard vocabulary which is utilized when a hazard or threat occurs. Posters which identify actions to be taken during a Lockdown, Lockout, Shelter, or Evacuation situation are displayed throughout the school.
- Signage notifies visitors that our campuses are drug-free, gun-free, smoke-free zone, and that video surveillance is in use.
- Signs on the exterior doors indicate that visitors are expected to proceed to the main office when they come to the school.
- There are at least two automated external defibrillators (AEDs) available on each campus.



# Results

## Recommendations

- Continue to remind teachers to keep classroom doors locked at all times in order to maintain an additional layer of security.
- Ensure that all staff members know how to operate a fire extinguisher.
- Consider including Safety and Security as an agenda item for faculty or team meetings in order to encourage discussion and to address any questions or concerns as they arise.
- Administrators and members of the office staff should be given a copy of the list of staff members who are trained in CPR and the use of the AED.





# School Resource Officers and Social Emotional Connection

## Connecting with virtual learners

- Video series featuring our School Resource Officers (SROs) and School Resource Deputies (SRDs)
  - Introductions of each SRO and SRD
  - Home safety
  - Officer contact and Tipline information
  - Coppell PD smartphone app

