



Cincinnatus Central School District

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April 2018

RE: Safety Issues Compiled

Please find a compiled list of safety items that may be implemented. The items within the list below came from staff and residents.

1. Policy for entering the building in one location for evening events.
2. No students in other areas of the building after hours.
3. More and consistent Cortland County Sheriff and NYS Trooper visits to our school and walking of these law enforcement individuals around the building to learn building layout.
4. Mandatory progressive school safety training presented by law enforcement (using what tools and resources that we have in our classroom to defend our students and ourselves).
5. Additional mental health professionals on staff.
6. Additional mental health curriculum content in Health classes.
7. No piggy-backing in through the exterior doors with someone in front of you.
8. Doors should never be opened from the inside to let someone in that is outside.
9. Do not share key fobs or keys with anyone other than the school employee.
10. List of administrators' cell phones given to staff to use in emergencies.
11. Use the School Tool Attendance reports daily, to see who is missing from school and look for patterns of unusual activity – Student Support Team.
12. Bullet-resistant film on windows and classroom doors.
13. With new photo key cards, limit access to three main doors and not every door. Educate staff to be the only one using their own card, no borrowing of cards.
14. Update the safety kits hanging in our classroom and include student homeroom lists. Throw out old shelter or fire drill charts.
15. Educate substitutes about each emergency situation. (sub folder)
16. Lock the doors between the Visitor's Center and the Gym and install a second buzzer that must be unlocked for people to proceed through second set of locked doors.
17. Practice active shooter drills complete with barricading the doors and police in attendance to unlock doors.
18. Will fob/swipe keys work during a lock down or sheltering? They should be able to be locked in the event an employee is out of the building so they don't walk into an existing situation.
19. Make sure parents come directly to respective office once signed in at Visitor's Center and

- do not go directly to the classroom.
20. The information for faculty, staff and parents to “Opt In” to the School Messenger system should be put in the Lion’s Roar, newsletter, etc. Information is on the school webpage.
 21. Drills should be conducted during lunch, recess, and between class periods.
 22. Picture IDs should be worn by all staff.
 23. Driver’s license scanner at Visitor’s Center for all guests similar to what hospitals use.
 24. Substitutes and visitors should have a photo ID on them and visible at all times.
 25. Elementary students should wait in the small gym at dismissal time instead of the hallway.
 26. Clear expectations for how to use the restrooms if in an extended lock down situation.
 27. New rules for after school events.
 28. More anti-bullying programming inside and outside of the classroom, including faculty and staff in training and accountability regarding bullying.
 29. Mentor program to help build connections for students who may not have them.
 30. More concrete expectations on completing lockdowns (ie. How do we know it is “all clear?”)
 31. More radios for those outside with students.
 32. First floor classroom windows being unlocked and open after normal school hours, Custodians commonly find that windows are left open during the warm months.
 33. Teachers leaving classroom doors unlocked when they leave for the day.
 34. Students using staff keys and door fobs.
 35. Coaches and subs need to have the Safe School Safety Training as staff.
 36. School Resource Officer in our school.
 37. Mental health professions – what type? – psychologist vs. counselor?
 38. Mentorship Programs (with graduates, community members, pair with a trusted adult/peer).
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□ 3/28/18 – Local Authorities present for lock-down drill

39. Do not answer the door, stay safe and huddled – authorities will unlock the door if all clear.
40. Lock the door.
41. Use common sense: Lights should be off, shades up or down.
42. Always exit if fire drill, but use common sense first, look then exit (unless not possible).
43. Bathroom protocol, stay put, lock door, feet up.
44. Put classroom Door #'s inside and outside the classroom.
45. Secure the students and staff first, until local authorities arrive and instruct differently.
46. Run, hide, fight.
47. Lock classrooms when left unoccupied.

NOTES: ✓ Intralogic Software: Command center, one-button, etc.
✓ Armoured One: Security film, drills, safety audit

Cincinnati Central – Striving to meet children’s needs, awaken their minds, and touch their hearts.