

SANTA FE ISD

SAFETY MATTERS

Santa Fe ISD Safe and Secure Schools Update

November 9, 2018

Safety is our highest priority, and we are working diligently to provide a safe and supportive learning environment for our students and staff. Please make sure all of your contact information that you provided at the start of school to your child's campus is up-to-date and is accurate. The campus and the District uses this information on a regular basis to send you school and emergency communications.

Each campus regularly practices safety drills to prepare for various scenarios, and we must remain vigilant. Because we understand that our community members and parents may have questions, we are providing more information about our emergency response procedures.

Standard Response Protocols

Santa Fe ISD is expanding our safety program to include the **Standard Response Protocols**, which are part of a nationwide effort to simplify and standardize emergency response in schools. Students and staff throughout the state are being trained in accordance to this standardized system and regular drills are conducted using these protocols. **However, these protocols are not new to Santa Fe ISD rather the language has been standardized for uniformity.**



The Standard Response Protocol (SRP) is based on four actions that include: **Lockout, Lockdown, Evacuate and Shelter**. In the event of an emergency, the appropriate actions will be taken and communicated.

LOCKOUT

Get inside. Lock outside doors.

Lockout is called when there is a threat or hazard outside of the school building. Whether it's due to violence or criminal activity in the immediate neighborhood, or a dangerous animal in the playground. Lockout uses the security of the physical facility to act as protection. The Lockout Protocol directs staff to bring students into a secure building, locking all outside access points. Where possible, classroom activities would continue uninterrupted. Classes that were held outside, such as gym class, would return to the building and if possible continue class inside the building.

LOCKDOWN

Locks, Lights, Out of Sight

Lockdown is called when there is a threat or hazard inside the school building. From parental custody disputes to intruders to an active shooter, Lockdown uses classroom and school security actions to protect students and staff from threat. The Lockdown Protocol demands locking individual classroom doors, offices and other securable areas, moving room occupants out of line of sight or corridor windows and having room occupants maintain silence. There is no call to action to lock the building outside access points. Rather, the protocol advises to leave the perimeter as is. The reasoning

is simple – sending staff to lock outside doors exposes them to unnecessary risk and inhibits first responders’ entry into the building. Teacher, staff and student training reinforce the practice of not opening the classroom door, once in Lockdown. Rather, no indication of occupancy should be revealed until first responders open the door.

EVACUATE

To a location

Evacuate is called when there is a need to move students from one location to another. The Evacuate Protocol demands students and staff move in an orderly fashion. The classroom teacher or administrator is usually responsible for initiating an evacuation. The directives or actions may vary for fire, bomb threat, or other emergency. In a police led evacuation, students may be instructed to form a single file line and hold hands front and back, or students and staff may be asked to put their hands on their heads when evacuating. Other directions may be invoked during an evacuation and students and staff should be prepared to follow specific instructions given by staff or first responders to relocate in an orderly manner to a safe location as directed.

SHELTER

For a hazard using safety procedures

Shelter is called when specific protective actions are needed based on a threat or hazard. Training should include response to threats such as tornado or other severe weather, flooding, or hazmat spill or release. The Texas School Safety Center website contains guidance resources for actions associated with severe weather and other threats. Collaboration with local responders, the national weather service, and other local, regional and state resources should be consulted in developing specific actions for a district response.

Please take a moment to review these actions and the Standard Response Protocol documents by clicking [HERE](#).

These procedures are being posted in all campus and department offices across the District. The District is also providing campuses with posters to display in the hallways and common areas of the school. A Communication Matrix is being provided to all district leaders and principals that will be followed in the case of any emergency that might arise during the course of the school year to use to communicate with staff and parents. Any information provided staff, parents and students is intended to inform and is not intended to alarm. Parents and staff will receive the same information.

SAFETY DRILLS

As a reminder, all campuses are required to conduct one fire drill monthly and lock down drills four times per year, one reverse evacuation, as well as, severe weather drills once a year. At this time all campuses have completed monthly fire drills and one lockdown drill. Campuses also participate in an annual orientation reviewing the procedures associated with Lockout, Lockdown, Evacuate or Shelter.

TRIBE University being held for the 2018-19 school year (October 2018 – April 2019)

First implemented in the fall of 2016, TRIBE University was held throughout the 2016-2017 school year. However, due to limited interest, and at times, no participants, the program was discontinued the next year.

In keeping the lines of communication open with our stakeholders, the District re-established this program to encourage parents, business leaders and our community to take an active role in our District and decision-making. Currently, twenty five (25) parents and community members are participating in TRIBE University (TRIBE “U”). Sessions are held throughout the year. Enrollment is open to any parent, business leader, and/or community member within Santa Fe ISD. On November 14, Tribe U will feature a Safety Tour of the District that will be held from 6:00 p.m. to 7:00 p.m.

TRIBE U stands for T-Teamwork; R-Relentless; I-Innovative; B-Belief and E-Everyone. We want to encourage a culture of shared responsibility with our stakeholders. TRIBE U is a unique program that gives Santa Fe ISD and community members a firsthand look inside the operations of the District.

The sessions include, but are not limited to, the following regarding all aspects of public education including:

- School and Student Safety including tours of the facilities

- Curriculum, Instruction, and Accountability
- School Finance (Local, State, and Federal)
- Personnel Selection and Recruitment
- Tour of Facilities and Campuses
- District Committees & Responsibilities
- District Special Programs and Special Services
- School District Policy (Legal & Local)
- Community Partnerships/Education Foundation

For more information including registration, session dates and topics, please visit our website at www.sfid.org.

The Resiliency Center, Teen Talk and Parent Talk

We are grateful for the counselors at our schools and also for the Resiliency Center that provides free long-term services at no cost to Santa Fe community members and is open to serve the Santa Fe community. The Center's caring professionals provide a safe and supportive healing environment dedicated to everyone affected by the May 18 events. As a referral hub, the Center works with partner agencies that provide spiritual care referrals, training, advocacy, legal aid, equine therapy, recreational therapy, and more. The Resiliency Center is open daily, and for more information, contact the center directly at 409-218-7129 or email the Director, Carol Gaylord, at cgaylord@ci.santa-fe.tx.us.

Community Health Fair will be held at the Resiliency Center on December 8 from 1:00 – 4:00 p.m. The Community Health Fair will feature a blood drive; blood pressure, glucose and vision screening; aromatherapy, art and music therapy, message therapy, and tapping therapy; and other community health resources.

Santa Fe Strong Safety and Security Committee has been meeting within sub-committees to discuss safety recommendations to improve safety and security in Santa Fe ISD schools. The entire committee met on Thursday, November 8, to hear the committee reports and review safety measures at SFISD. The committee will continue to meet and their recommendations will be used in developing long range plans for the District.

Questions?

Please submit any questions you may have to the Santa Fe Strong Interactive Web Portal at: santafeupdates.com/contact-us

United, we are Santa Fe Strong!