

# COMPREHENSIVE SCHOOL SAFETY PLAN

## La Mesa Dale Elementary

Kelley Rabasco, Principal

December 2014

### **School Safety: Everyone's Responsibility**

We believe that the responsibility for school safety lies with the students, staff, parents, and the community. Working together, we have created an environment for children which is safe and conducive to learning. Our Comprehensive School Safety Plan provides a blueprint to ensure that everyone at our school remains safe and free from threats and harm.

**Kelley Rabasco, Principal**

### **Current Strategies & Activities**

- Health & Safety curriculum units
- Parent education (ELAC, Title 1)
- Extended School Services (Before- and After-School Care)
- Conflict resolution with principal
- PeaceBuilders
- School gardening participation
- Nature education
- Safety Patrol
- Staff development
- Disaster, fire and lockdown drills
- Blood-borne pathogens and first aid training
- Red Ribbon Week
- Student Study Team (SST)
- School Attendance Review Team/Board
- Peacemaker Award program
- ProACT Training
- Breakfast supervision
- Before and after school supervision by teacher and other staff members
- Behavior/Bully Prevention Team

## **Relevant Board Policy, Regulations and School Rules**

- Child Abuse Reporting** - All staff members are notified upon employment of their responsibilities as a mandated reporter. Staff meeting time has been devoted to ensuring that staff is familiar with District policy on Child Abuse and Neglect [BP 5143] and reporting procedures.
- Disaster Procedures** – **La Mesa Dale** has an Emergency Response Plan in the event of a campus emergency including natural and man-made disasters and situations, which threaten the health and safety of students and staff [BR 1250]. The plan outlines the roles and responsibilities of specific staff members during an occurrence. Each year teachers are designated as the school’s Health/Safety Representatives. They ensure that disaster kits are stocked; collaborate with the principal to determine dates for monthly emergency drills; plan and oversee the school Emergency Response Plan; establish, maintain, and supervise various disaster committees that carry out specific duties of the plan; provide inservice for staff on their responsibilities as members of the various disaster committees; and coordinate with the local fire department and law enforcement for disaster drill enactments to test the effectiveness of the school plan.
- Suspension and Expulsions** – **La Mesa Dale’s** policy is to notify all students of rules and regulations related to student conduct and discipline. Expectations about appropriate and inappropriate conduct, as well as consequences of negative behaviors [BP 5131.6], are discussed in all classrooms. Students found in violation of acts enumerated in Ed Code 48900 may be suspended. Students who commit acts involving weapons are immediately referred to the District’s Administrative Review Panel (ARP). Parents are informed of conduct expectations, discipline, and suspension criteria through the Schoolwide Discipline Plan handout and annual mailing of the District Parent Handbook.
- Dangerous Pupil Notification** – **La Mesa Dale** receives annual notification from Student Services of students currently enrolled who have been suspended during the past three years in our schools. This list is made available to teachers. Additionally, **La Mesa Dale** is notified when the District receives notification of Superior Court Action regarding a minor enrolled in our school, per WIC 5827(b)(2) and Education Code 48267.
- Visitor Policy** – **La Mesa Dale** uses Recommended Volunteer Guidelines outlined by the La Mesa-Spring Valley School District (LMSVSD) as a guide to working with non-school district personnel. Recommended Volunteer Guidelines define a “visitor,” “guest,” and “volunteer.” Avondale bases identification and processing of all non-district personnel on LMSVSD Guidelines.
- Sexual Harassment Policy** – **La Mesa Dale** follows District policy and regulations regarding incidents of alleged harassment of/by students and employees [BP 4039]. Students are notified of their rights to an environment free of harassment, as well as complaint and investigation procedures. Consequences are reviewed through classroom lessons and the principal’s review of discipline rules/student expectations for behavior at the beginning of the school year (and more frequently as needed). The principal investigates all alleged violations. Parents are notified of this policy in the District Parent Handbook and are contacted directly about specific violations.

☑ **Bullying Policy – La Mesa Dale** follows District policy and regulations regarding bullying of students (BP5131.2). Students are notified of their rights to an environment free from discrimination, intimidation, and bullying. School-wide character education programs are used to combat bullying behavior. Principal reviews all discipline rules/student expectations for behavior at the beginning of the school year (and more frequently as needed). All staff intervene to stop bullying when safe to do so. Principal investigates all reports of alleged bullying. Parents are notified of this policy in the District Parent Handbook and are contacted directly regarding specific violations.

☑ **Campus Access Plan – La Mesa Dale** is secured by perimeter fencing. Gates are locked and unlocked by designated staff at appropriate times to allow safe ingress and egress for students before and after school. The campus is secure throughout the school day so that visitors are steered toward the administration offices.

☑ **Dress Codes – La Mesa Dale** intends that all students shall be free from threats or harmful influences of any group or gang which advocates drug use, violence, or disruptive behavior. Therefore, the school prohibits the presence of any apparel, jewelry, accessory, notebook, or manner of grooming which by virtue of its color, arrangement, trademark, or any other attribute is recognized as emulating or denoting membership or affiliation with any gang [BP 5131.8]. The following guidelines are used at the school to discourage the influence of gangs:

- Students are expected to dress appropriately and be well groomed.
- Clothing that suggests affiliation or participation with gangs is not permitted.
- Dress code is reviewed with students at the principal's assembly discussing behavior and school rules at the beginning of each school year.
- Students violating this policy are referred to the principal or counselor. Parents may be asked to bring a change of clothing to school for the student.
- Dress code is included in the School Wide Behavior Plan handout for parents.

☑ **Alcohol, Tobacco, Nicotine Products, and Other Drugs – La Mesa Dale** recognizes that the use of alcohol, tobacco, nicotine products, and other drugs adversely affects a student's ability to learn. All students receive prevention instruction and are made aware of the consequences of alcohol, tobacco, nicotine products, or other drug use, possession, or sale [BP 5131.3]. **La Mesa Dale** employs the following prevention/intervention strategies:

**Instructional:**

- PeaceBuilders Program
- Red Ribbon Week activities

**Intervention:**

- Individual and/or group counseling with principal, parent education, family nights, instructional assemblies and referral to community agencies are provided.

Students found in violation of alcohol, tobacco, nicotine products, and other drug policies may experience the following consequences: 1) suspension, 2) parent notification, 3) law enforcement involvement, 4) referral to SST, 5) referral to District Administration Review Panel, 6) transfer to another school or educational program, and/or 7) expulsion.

☑ **Safety To and From School – La Mesa Dale** recognizes that all children, staff, and parents have the right to be safe on their way to and from school. **La Mesa Dale** has taken many steps to ensure an appropriate level of safety for all. Instruction is provided on walking safely to and from school and/or bus safety. Additionally students may receive Project Safe instruction, before/after school care (ESS), and before/after

school supervision. The school follows posted procedures for checking in visitors [BP 1250]. Parent information tips on seat belts, car seats, helmets, and skateboarding are also provided in school bulletins and/or newsletters.

**Staff Development Relating to Safety** – Staff at **La Mesa Dale** has regular opportunities to receive safety training provided through the district, including ProAct Training, De-Escalation Training, and training on the law as it pertains to public education. The district provides a forum for dialogue and planning on staff safety via the District Behavior Support Team (DBST). Additionally, selected staff may access training at the San Diego County Office of Education.

**Safe and Orderly Environment** – **La Mesa Dale** establishes and publicizes school rules & regulations in conformance with District policy. Rules are enforced fairly and consistently. Rules of conduct are covered in each classroom. **La Mesa Dale** believes that all students have a responsibility to learn and that all teachers have a responsibility to teach. Therefore, students promise to follow these schoolwide rules:

- Be on time to class.
- Be Safe, Be Respectful, Be Responsible, Be Healthy
- Do not hurt others by the words you say or the things you do.
- Act in a way that helps teachers teach and students learn.

Teachers establish an atmosphere of proper behavior, review school and classroom rules with students, and report continuing behavior problems to the principal, counselor, and/or Student Success Team (SST).

Parents are encouraged to be active partners in their children’s academic and social development by maintaining open communication with the school. This is evident by:

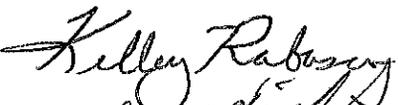
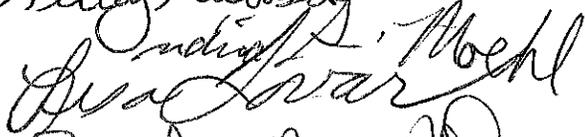
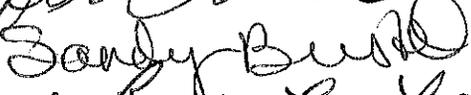
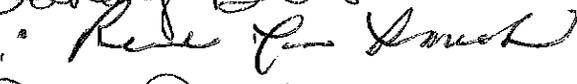
- School Site Council in existence, with equal representation from school staff and parents, to plan and oversee school curriculum, policies, and events.
- PTA Board positions and committee chairmanships
- Parent and community volunteers
- ELAC Board and parent participation
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**School Site Safety Plan** – **La Mesa Dale** reviews the Comprehensive School Safety Plan annually for necessary modifications to the plan. Plans are reviewed and approved annually by the School Site Council or Safety Committee.

### **Recommendations of School Safety Committee**

1. Continue and improve on school check-in procedures (guest badges).
2. Conduct full safety drill – include support from La Mesa Fire and Police Departments.
3. Survey existing landscape and redesign any areas that present a safety concern.

Members of our Comprehensive School Safety Committee:

Name	Title	Signature
Kelley Rabasco	Principal	
Ondina Summers Moehl	Chairperson	
Lisa Tovar	Member	
Sandy Bristol	Member	
Richard Smith	Member	
Dayna Davis	Member	
Crystal Ketterer	Member	

Plan presented for community input on: 9/5/14.

Plan presented and approved by staff on: 10/23/14.

**Key sources used to complete this document included:**

School Community Violence Prevention Manual, San Diego County Office of Education

Getting Results, California Department of Education

Safe Schools Planning Guide, California Department of Education

**CURRENT INDICATORS**  
**2013-2014 School Year**

- 1 vandalism and or property loss report was filed.
- 39 students were suspended.
- 0 students were referred to the District Administrative Review Panel.
- 0 students were referred to the Board for expulsion.
- 103 parents received notices that their child was absent/truant excessively.