# Malden Public Schools Public Facilities and Safety Sub-Committee Meeting

Tuesday, April 19, 2022 6:00-7:00 pm



# **School Safety Policy Malden Public Schools**

The Malden School Committee and the members of the School Department are committed to providing a safe, orderly, and productive learning environment for all members of the school community. This policy is adopted as required by M.G.L. c.71 S37H for purposes of notifying members of the public students, teachers, and other staff of the District's Standards and Procedures to assure school building security and safety of the students and school personnel. This policy is intended to be in accordance with standards for classroom safety adopted by the Board of Education pursuant to M.G.L. c.69, S1B which standards are incorporated by reference herein.



## School Safety Policy

Copies of the School Crisis Flip Chart will be distributed to all Principals and Assistant Principals and all staff that are responsible to keep it in a convenient place to follow its established protocols. Each protocol specifically states the roles of the building administrators, school crisis team, school nurse and all the community emergency service providers.

The **School Emergency Operations Plan**, which provides additional established protocols, is on file in the Office of the Superintendent and in each building principal's office. (Online Access)



#### Schools Safety Policy

The district will also have a **Crisis Recovery Team** to handle the issues related to emotional support during and after a traumatic event. The team will be comprised of guidance counselors, adjustment counselors and school psychologists. The team will work with students, staff, and parents.



## Schools Safety Policy

#### **Crisis Recovery Team:**

Level 1: Wrap-Around Services

Principal, Nurses, Social Workers/Adjustment Counselors, \*head of custodians (depending on the crisis)

Level 2: Wrap-Around Services

Malden Police, Fire Department, Superintendent, Principal, Nurses, Social Workers/Adjustment Counselors, ELIOT, CHA, head of custodians (depending on the crisis)

The Caregivers, Mayor, Superintendent, School Committee members, MEA President are always, malden notifies of any incidents.

#### Table of Contents

Buildings and Grounds Safety Review:	
Air Quality/Ventilation	1
Art Room	1
Auditorium/Multi-Purpose Rooms	1-2
Band Room	2
Bathrooms	2
Building Exterior and Grounds	2-3
Classrooms	3-4
Corridors	4-5
Custodial Services/Housekeeping/Maintenance	5
Exits	5-6
Family and Consumer Science Room	6
Floors	6
Heating/Furnace Room/Boiler Room	6-7
Kitchen & Cafeteria	7-9
Mechanical and Electrical Equipment	9
Multi-Purpose Room	9-10
Playgrounds	10-11
School Buses	11
School-to-Work Off-site Safety Checklist	11-12
Science Laboratories	12-13
Stairwells	13
Technical Education Areas	13-15
Underground Storage Tanks	15

#### **Athletic Facilities and Equipment Safety Review**

Athletic Facilities	16
Baseball/Softball/Soccer/Lacrosse/Field Hockey	16
Basketball	16-17
Cheerleading	17
Coaches	17
Gymnasium	17
Gymnastics	18
Student Athletes	18
Swimming Pools	18
Track and Field	19
Weight Training and Wall Climbing Facilities	19



#### **Emergency Checklist**

Crisis Plans/Emergency Preparedness

20

Appendix A Ventilation Checklist......21



# Safety Review Checklist





#### Schools Safety Plans

# **School Emergency Operations Plan**



#### **TABLE OF CONTENTS**

APPROVAL AND IMPLEMENTATION	1
I. INTRODUCTION	2
Purpose of the Plan	2
Record of Distribution	3
Scope of The Plan	3
Plan Overview	4
Plan Activation	4
Order of Succession	4
Cruci of Cuccoccion	



III. ORGANIZATIONAL ROLES AND RESPONSIBILITIES	8
Expected Actions of First Responders	9
Expected Actions of School Administration, Faculty, Staff,	
Students and Parents	9
Expected Actions of Facilities and Building	
Operations Personnel	12
Expected Actions of Public Information Officer	13
Expected Actions of Student Transportation Personnel	13



IV. FUNCTIONAL CONTENT	14
911 Emergencies	14
Bomb Threats	15
Building Map	20
Building Specific Situations	24
Bullying/Harassment	24
Chemical Accident - Outside or Inside the School	28
Child Abuse/Neglect – Reporting Procedures	32
Communications and Notification	33
Crisis Command Center	35
Custody Procedures	36
Death of a Student or Staff Member	37
Death on Campus	41
Earthquake (Drop, Cover, Hold)	42
Evacuation	44
Evacuation (Office Staff)	46
	3

Evacuation (Reverse)	47
Field Trip (Crisis During)	49
Fights	50
Fire/Explosion	51
Flood	53
Gangs/Group Violence	55
General Security	56
Go Kit Inventory	58
Hostage	59
Important Telephone Numbers	61
Kidnapping	63
Lightning	64
Lockdown/Enhanced Lockdown	
(Deny Entry/Active Shooter/Intruder)	66
Medical Emergency	71
Mental Health First Aid and Recovery	73
Missing Student	75
Out-Of-Control Student	76
Rapid Assessment of a Threat	77
Reunification	78
Riot/Political or Community Demonstration	81
School Bus Accident	83
Severe Weather/Tornado	85
Sexual Assault	87
Shelter-In-Place	89
Suicide Intent, Attempt, or Postvention	91
Suspected Drugs/Alcohol	97
Terrorism Threat	97
Universal Precautions For School Settings	100
Unplanned Early Release Procedures	101
Utilities Malfunction (Gas, Water, Steam, Electricity)	102
Verbal, Written and Electronic Threats	103



V. RECOVERY AND MITIGATION	106	
Administration, Finance And Logistics	107	
Agreements and Contracts Recordkeeping Incident Costs Preservation of Records	107 107 107 108	ı
Continuity of Operations Plan	108	
Purpose Responsibilities Essential Functions Performed By Coop Personnel Specific Procedures	108 108 109 110	
Interoperable Communications/Backup Sites Vital Records and Retention File Human Capital Management Reconstitution		111 111 111 111

Activation and Relocation Alert, Notification and Implementation Process Relocation Sites



VI. PLAN ADMINISTRATION	112
Approval and Dissemination Of The Plan Review and Updates to the Plan	112 112
Training and Exercising Emergency Preparedness	112 113
School Safety Planning Glossary	114
COVID-19 Appendix	117



#### Understand the Weather



#### Wind-Chill

- 30° is chilly and generally uncomfortable
- 15°to 30° is cold
- 0° to 15° is very cold
- $-20^{\circ}$  to  $0^{\circ}$  is bitter cold with significant risk of frostbite
- -20° to -60° is *extreme* cold and frostbite is likely
- -60° is *frigid* and exposed skin will freeze in 1 minute

#### **Heat Index**



- 80° or below is considered comfortable
- 90° beginning to feel uncomfortable
- 100° uncomfortable and may be hazardous
- 110° considered dangerous

All temperatures are in degrees Fahrenheit

#### Child Care Weather Watch

		Wind	-Chill F	actor	Chart (	in Fah	renhei	t)		
Wind Speed in mph										
d)		Calm	5	10	15	20	25	30	35	40
Air Temperature	40	40	36	34	32	30	29	28	28	27
era	30	30	25	21	19	17	16	15	14	13
ďμ	20	20	13	9	6	4	3	1	0	-1
Ter	10	10	1	-4	-7	-9	-11	-12	-14	-15
₹	0	0	-11	-16	-19	-22	-24	-26	-27	-29
	-10	-10	-22	-28	-32	-35	-37	-39	-41	-43

Comfortable for out door play

Caution

Danger

Heat Index Chart (in Fahrenheit %) Relative Humidity (Percent)														
(E)		40	45	50	55	60	65	70	75	80	85	90	95	100
<u>e</u>	80	80	80	81	81	82	82	83	84	84	85	86	86	87
atn	84	83	84	85	86	88	89	90	92	94	96	98	100	103
per	90	91	93	95	97	100	103	105	109	113	117	122	127	132
em	94	97	100	103	106	110	114	119	124	129	135			
Air Temperature (F)	100	109	114	118	124	129	130							
A	104	119	124	131	137									



#### Child Care Weather Watch

Watching the weather is part of a child care provider's job. Planning for playtime, field trips, or weather safety is part of the daily routine. The changes in weather require the child care provider to monitor the health and safety of children. What clothing, beverages, and protections are appropriate? Clothe children to maintain a comfortable body temperature (warmer months - lightweight cotton, colder months - wear layers of clothing). Beverages help the body maintain a comfortable temperature. Water or fruit juices are best. Avoid high-sugar content beverages and soda pop. Sunscreen may be used year around. Use a sunscreen labeled as SPF-15 or higher. Read and follow all label instructions for the sunscreen product. Look for sunscreen with UVB and UVA ray protection. Shaded play areas protect children from the sun.



Condition **GREEN** - Children may play outdoors and be comfortable. Watch for signs of children becoming uncomfortable while playing. Use precautions regarding clothing, sunscreen, and beverages for all child age groups.

INFANTS AND TODDLERS are unable to tell the child care provider if they are too hot or cold. Children become fussy when uncomfortable. Infants/toddlers will tolerate shorter periods of outdoor play. Dress infants/toddlers in lightweight cotton or cotton-like fabrics during the warmer months. In cooler or cold months dress infants in layers to keep them warm. Protect infants from the sun by limiting the amount of time outdoors and playing in shaded areas. Give beverages when playing outdoors.

YOUNG CHILDREN remind children to stop playing, drink a beverage, and apply more sunscreen. OLDER CHILDREN need a firm approach to wearing proper clothing for the weather (they may want to play without coats, hats or mittens). They may resist applying sunscreen and drinking beverages while outdoors.



Condition YELLOW - use caution and closely observe the children for signs of being too hot or cold while outdoors. Clothing, sunscreen, and beverages are important. Shorten the length of outdoor time.

INFANTS AND TODDLERS use precautions outlined in Condition Green. Clothing, sunscreen, and beverages are important. Shorten the length of time for outdoor play.

YOUNG CHILDREN may insist they are not too hot or cold because they are enjoying playtime. Child care providers need to structure the length of time for outdoor play for the young child. OLDER CHILDREN need a firm approach to wearing proper clothing for the weather (they may want to play without coats, hats or mittens), applying sunscreen and drinking liquids while playing outdoors.



Condition **RED** - most children should not play outdoors due to the health risk. INFANTS/TODDLERS should play indoors and have ample space for large motor play. YOUNG CHILDREN may ask to play outside and do not understand the potential danger of weather conditions.

OLDER CHILDREN may play outdoors for very short periods of time if they are properly dressed, have plenty of fluids. Child care providers must be vigilant about maximum protection of children.

#### Understand the Weather

The weather forecast may be confusing unless you know the meaning of the words.

**Blizzard Warning:** There will be snow and strong winds that produce a blinding snow, deep drifts, and life threatening wind chills. Seek shelter immediately.

**Heat Index Warning:** How hot it feels to the body when the air temperature (in Fahrenheit) and relative humidity are combined.

**Relative Humidity:** The percent of moisture in the air.

**Temperature:** The temperature of the air in degrees Fahrenheit.

Wind: The speed of the wind in miles per hour.

Wind Chill Warning: There will be sub-zero temperatures with moderate to strong winds expected which may cause hypothermia and great danger to people, pets and livestock.

Winter Weather Advisory: Weather conditions may cause significant inconveniences and may be hazardous. If caution is exercised, these situations should not become life threatening.

Winter Storm Warning: Severe winter conditions have begun in your area.

Winter Storm Watch: Severe winter conditions, like heavy snow and ice are possible within the next day or two.



#### Safety in Our Schools

- Crisis Response Team
- ALICE Training
- 2 Malden Police Officers assigned to work directly with the schools
- April 30, 2022 first MPS and MPD will run a building relationships 4 series workshops and activities for students
- Bullying Policy
- Wellness Check Ins



#### Safety in Our Schools

#### **Schools**

- Make sure all School Zone traffic flashing lights work well
- Pick-up and Drop off challenges addressed by school teams and MPD
- Crossguards





#### Safety in Our Schools

Q&A

