

DRAFT UPDATE

Operational Services

Safety

Safety Program

Safety Program and Security

All MVSEC operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on Cooperative property or at a Cooperative event. The Superintendent or designee shall develop and implement and maintain a comprehensive safety and crisis security plan incorporating both avoidance and management guidelines. The comprehensive safety and crisis plan shall specifically include provisions for: injury prevention; bomb threats; weapons; and explosives on campus; that includes, without limitation:

Executive Director

1. An emergency operations plan(s) addressing prevention, preparation, response, and recovery for each school;
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and the Board Attorney;
3. A school safety drill program; tornado protection; instruction plan;
4. Instruction in safe bus riding practices; emergency aid; post-crisis management; and; responding to medical emergencies at an indoor and outdoor physical fitness facility;
5. A clear, rapid, factual, and coordinated system of internal and external communication.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephone/telephones.

School Safety Drill Plan

During each every academic year, each school building that houses school children must shall conduct, at a minimum, each of: the following in accordance with the School Safety Drill Act, 105 ILCS 128/:

1. Three school evacuation drills;
2. One bus evacuation drill;
3. One severe weather and shelter-in-place drill; and
4. One law enforcement drill.

The law enforcement drill must be conducted according to the Cooperative's comprehensive safety and crisis plan, with the participation of the appropriate law enforcement agency. This drill may be conducted on days and times that students are not present in the building.

Automated External Defibrillator (AED)

The Executive Director or designee shall implement a written plan for responding to medical emergencies at the Cooperative's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act. The plan shall provide for an automated external defibrillator (AED) to be available according to State law requirements. This policy does not create an obligation to use an AED nor is it intended to create any expectation that an AED will be present or a trained person will be present and/or able to use an AED.

Comment [AP1]: This policy is significantly streamlined.
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Comment [AP2]: Update 1: The requirements for a comprehensive safety and security plan are now contained in a vertical list in order to stress and clarify the comprehensive safety and security plan's overarching requirements.
Issue 85, May 2014

ok

Comment [AP3]: Update 2: Subheading added to make this material easier to find.
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ok

Comment [AP4]: Update 3: Each indoor and outdoor physical fitness facility serving at least 100 individuals must "adopt and implement a written plan for responding to medical emergencies that occur at the facility during the time that the facility is open for use by its members or by the public." See the statute and administrative rules for other numerous mandates, 210 ILCS 744.77 Ill. Admin. Code Part 527. See also 4:170-AP6, Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED.
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↓ NA

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NA

Soccer Goal Safety

The Executive Director or designee shall implement the Movable Soccer Goal Safety Act in accordance with the guidance published by the Illinois Department of Public Health. Implementation of the Act shall be directed toward improving the safety of moveable soccer goals by requiring that they be properly anchored.

Comment [AP5]: Update 4: Subheading added to make this material easier to find.

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Convicted Child Sex Offender and Notification Laws

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender meets either of the following two exceptions:

Comment [AP6]: This section's content has been relocated to new policy 4:175, *Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications*, in order to make it easier to find.

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1. The offender is a parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. The offender received permission to be present from the Advisory Board, Executive Director, or Executive Director's designee. If permission is granted, the Executive Director or Board Chairperson shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Executive Director, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

If a student is a sex offender, the Executive Director or designee shall develop guidelines for managing his or her presence in school.

The Executive Director shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law. The Executive Director or designee shall serve as the Cooperative contact person for purposes of these laws. The Executive Director and Building Principal shall manage a process for schools to notify the parents/guardians during school registration that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. This notification must occur during school registration and at other times as the Executive Director or Building Principal determines advisable.

All contracts with the Cooperative that may involve an employee or agent of the contractor having any contact, direct or indirect, with a student, shall contain the following:

The contractor shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the Cooperative due to a conviction of a crime listed in 105 ILCS 5/10-21.9, amended by P.A.s 97-248 and 97-607, or who is listed in the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry. The contractor shall make every employee who will be sent to any school building or school property available to the Cooperative for the purpose of submitting to a fingerprint-based criminal history records check pursuant to 105 ILCS 5/10-21.9. The check shall occur before any employee or agent is sent to any school building or school property. The contractor will reimburse the Cooperative for the costs of the checks. The Cooperative must also provide a copy of the report to the individual employee, but is not authorized to release it to the contractor. Additionally, at least quarterly, the contractor shall

Comment [AP7]: The sample paragraph for any contract with a firm whose employees will have contact with one or more students has been relocated to new administrative procedure 4:60-AP3, *Criminal History Records Check of Contractor Employees*, because it is more closely related to contract management than safety.

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~~check if an employee or agent is listed on the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry.~~

Emergency Closing

The Executive Director is authorized to close the ~~schools~~school(s) in the event of hazardous weather or other emergencies~~emergency~~ that threaten~~threatens~~ the safety of students, staff members, or school property.

Annual Review

The Board or its designee will annually review each school building's safety and security plans, protocols, and procedures, as well as each building's compliance with the school safety drill plan.

LEGAL REF.: ~~105 ILCS 5/10-20.2, 5/18-12, 5/18-12.5, and 128/;
210 ILCS 74/ Physical Fitness Facility Medical Emergency Preparedness Act,
Adam Walsh Child Protection and Safety Act, P.L. 109-248. --
Uniform Conviction Information Act, 20 ILCS 2635/;
105 ILCS 5/10-20.28, 5/21B-80, 5/10-21.9, and 128/;
Physical Fitness Facility Medical Emergency Preparedness Act, 210 ILCS 74/;
Ill. Vehicle Code, 625 ILCS 5/12-813.1;
Criminal Code of 2012, 720 ILCS 5/11-9.3.;~~
~~Unified Code of Corrections, 730 ILCS 152/101 et seq.~~

CROSS REF.: ~~4:110 (Transportation), 4:175 (Convicted Child Sex Offender; Criminal
Background Check and/or Screen; Notifications), 4:180 (Pandemic
Preparedness), 5:30 (Hiring Process and Criteria), 6:190 (Extracurricular and Co-
Curricular Activities), 6:250 (Community Resource Persons and Volunteers);
7:220 (Bus Conduct), 7:300 (Extracurricular Athletics); 8:30 (Visitors to and
Conduct on School Property), 8:100 (Relations with Other Organizations and
Agencies)~~

ADOPTED: June 5, 2013

Comment [AP8]: Update 5: State law requires each school board or its designee to conduct one annual meeting at which it reviews each building's emergency and crisis response plan, protocols, and procedures, and each building's compliance with the school safety drill plan. The statutes 105 ILCS 128/25 and 128/30 contain detailed requirements. ISBE's website contains an annual review checklist and report at www.isbe.net/safety/guide.htm.

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