

## **Operational Services**

### **Safety**

#### **Safety and Security**

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. Emergency operations and crisis response 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;
3. A school safety drill plan;
4. Instruction in safe bus riding practices, and;
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 telephones.

Drivers are prohibited from operating a District owned vehicle while using a cellular telephone, except:

1. During an emergency situation;
2. To call for assistance if there is a mechanical problem;
3. Where a cellular telephone is owned by the school district and used as a digital two-way radio, and;

When the school bus is parked.

#### **School Safety Drill Plan**

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

1. Three school evacuation drills to address and prepare students and school personnel for fire incidents. One of these three drills shall require the participation of the local fire department or district;
2. One bus evacuation drill;
3. One severe weather and shelter-in-place drill to address and prepare students and school personnel for possible tornado incidents, and;
4. One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school personnel and students present at school at the time of the drill, except for those exempted by the Superintendent designee, or a parent/guardian.

#### **Annual Review**

The Board of Education 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. This annual review shall be in accordance with the *School Safety Drill Act* (105 ILCS 128/) and the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education (ISBE) .

#### Automated External Defibrillator (AED)

At least one automated external defibrillator (AED) shall be accessible in each District attendance center during the school day and during any District-sponsored extracurricular activity on school grounds. In addition, the Superintendent or designee shall implement a written plan for responding to medical emergencies at the District's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act and shall file a copy of the plan with the Ill. Dept. of Public Health (IDPH). The plan shall provide for at least one (AED) to be available at every physical fitness facility on the premises according to Illinois law requirements.

The District shall have an AED on site as well as a trained AED user: (1) on staff during staffed business hours; and (2) available during activities or events sponsored and conducted or supervised by the District. The Superintendent or designee shall ensure that every AED on the District's premises is properly tested and maintained in accordance with rules developed by the IDPH. This policy does not create an obligation to use an AED.

#### Carbon Monoxide Alarms

The Superintendent or designee shall implement a plan with the District's local fire officials to:

1. Determine which school buildings to equip with approved carbon monoxide alarms or carbon monoxide detectors;
2. Locate the required carbon monoxide alarms or carbon monoxide detectors within 20 feet of a carbon monoxide emitting device, and;
3. Incorporate carbon monoxide alarm or detector activation procedures into each school building that requires a carbon monoxide alarm or detector. The Superintendent or designee shall ensure each school building annually reviews these procedures.

#### Soccer Goal Safety

The Superintendent or designee shall implement the *Movable Soccer Goal Safety Act* in accordance with the guidance published by the IDPH. Implementation of the *Act* shall be directed toward improving the safety of movable soccer goals by requiring that they be properly anchored.

#### Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District. The unsafe school choice option is available to:

1. All students attending a persistently dangerous school, as defined by Illinois law and identified by the ISBE, and;
2. Any student who is a victim of a violent criminal offense, as defined by Illinois law, that occurred on school grounds during regular school hours or during a school-sponsored event.
3. The Superintendent or designee shall develop procedures to implement the unsafe school choice option.

#### Emergency Closing

The Superintendent or a designee is authorized to close the school(s) and other District facilities in the event of hazardous weather or other emergencies that threaten the safety of students, staff members, or school property.

LEGAL REF.: 105 ILCS, 5/10-20.2, 5/10-20.57, 5/18-12, and 5/18-12.5.  
105 ILCS 128/, School Safety Drill Act;  
29 Ill.Admin.Code Part 1500.  
210 ILCS 74/. Physical Fitness Facility Medical Emergency Preparedness Act.  
225 ILCS 320/35.5, Ill. Plumbing License Law.

CROSS REF.: 4:110 (Transportation), 4:175(Convicted Child Sex Offender; Screening;  
Notifications), 4:180 (Pandemic Preparedness; Management; and Recovery),  
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: February 4, 2025