

Student-led School Watching and Hazard Mapping

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PROCEDURES

A. Organizing and Preparing the School Watching Team

- The school head shall designate a moderator to facilitate a student-led school watching and hazard mapping activity. The moderator is preferably a DRRM-trained school personnel who is familiar with the hazards and risks in the school or anyone who has previous/current involvement in any DRRM activity.
- The School Watching Team (SWT) should comprise of at least 10 members. For medium and big schools, organizing various students' organizations and/or student leaders for a school watching activity is preferred to maximize engagement. For very small schools (i.e. with less than five classes), teachers could integrate school watching in their respective lessons as an outdoor activity. For very big schools, more than one team could be organized to ensure that all grade levels, sections, and groups are represented.
- The Supreme Student/Pupil Government (SSG/SPG) shall aid in the identification of SWT members. The team members could be student leaders of youth clubs, academic and/or non-academic clubs such as boy/girl scouts, Red Cross, or representatives from various grade levels and/or sections.
- The moderator is encouraged to redesign the process, if necessary, to ensure appropriateness to the composition of the SWT. Preferably SSG/SPG shall also participate in this activity.
- It is important that the moderator presents the guidelines in the language that the SWT is most familiar and comfortable with.
- The moderator could prepare a timeline on the conduct of this activity to ensure that this will not disrupt regular school activities and/or classes of SWT members.
- The moderator will prepare the route for the school watching, designate stops and provide a **School Watching Checklist** (see attached) to Team members for guidance in the observation of hazards.
- Designate a start and end point for the school watching activity.
- The moderator shall orient the SSG/SPG on school watching and hazard mapping before convening the SWT.

B. School Watching and Hazard Mapping

- The moderator should ensure that all SWT members have a pen and notebook for note taking during the school watch.
- The moderator shall orient the SWT on the background and purpose of this activity, and level-off with the Team on the conduct of this activity.
- Walk through each building, classroom, office, laboratory, workshop, play area, garden, and any open area of the school.
- At each point, give a 3-5-minute stop for the Team to observe and take down notes in every building, classroom, office, laboratory, workshop, play area, garden, and any open area.
- Use the School Watching Checklist as a basic guide in identifying hazard factors and/or at risk areas in the school. The Team members are encouraged to add other risk

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factors based on their observation, experience, and appreciation of the condition of the school environment/facilities.

- After walking around the school premises, the moderator will facilitate the processing of the information noted by the SWT.
- Then, materials such as cartolina, pens, crayons, coloured papers or any drawing material will be distributed to the SWT to map and plot the identified hazards and/or risk areas in the school.
- Allow the SWT to discuss the plotted hazard areas in the map to enhance the initially placed markings.
- Finalize the hazard map based on the SWT discussion and prepare for a presentation to the School-Community Planning Team (SPT).

School Watching Checklist

Broken window	Broken/dilapidated ceiling
Slippery pathway	Open/incomplete perimeter fence
Blocked corridor	Presence of stray animals inside the school campus
Heavy objects mounted on top of cabinets/shelves	Presence of electrical post/transformer near or within the school perimeter
Flooded area	No system of release to parents during emergencies
Busted plugs/light bulbs/electrical facilities	No posted emergency hotlines around the school
Exposed electrical wires	Garbage area (segregation of biodegradable and non-biodegradable)
Protruding nails in chairs and tables	Detached or peeled off GI sheet
Broken door knobs	Broken toilet bowl and/or sinks
Warning sign: Slippery pathways/corridors	Broken chairs/desks/tables
Plants mounted on the building railings	Blocked/no emergency exits
Flooding	Unmounted cabinets/shelves
Exposed chemicals and liquids	Medical kits in every classrooms
Lack/absence of storage for equipment	Bells/alarms
Unlabeled chemicals	Condemnable building (i.e. very old structure, collapsing building and/or prominent cracks on classroom walls)
Dripping ceiling	Others (<i>List as many as possible</i>)
Open pit	
Stagnant water	
Unpruned trees/bushes/shrubs	
Open/clogged canals	
No ramps for elevated school buildings or other facilities	
Swing-in doors	