

## 5197 Reporting Process

[RCW 28A.320.126](#) requires that “Each school district must submit a progress report on its implementation of an emergency response system... to the office of the superintendent of public instruction by December 1, 2014.” Please respond to each of the following questions about your district’s emergency response preparedness.

### 1. District Information:

- a. District Name (Drop down menu)
- b. Contact Name (Text box: who is completing this survey)
- c. Contact Information (email address)
- d. **Number of Schools in the district** (Text box) (Need to define “school” for this survey? “School” vs. Building/Site/Facility? )
- e.  Urban  Suburban  Rural  Other (  = Radio Button)
- f. Were you a 5197 Grant recipient? (Yes / No)

### 2. Planning & Collaboration:

- a. Does each school have a safety plan in place? (Yes / No/ **Not Sure**)
- b. Do district and school safety plans include:
  - i. Formal MOU/MOAs with local law enforcement (Yes / No/ **Not Sure**)
  - ii. Formal MOU/MOA with local fire districts (Yes / No/ **Not Sure**)
  - iii. Formal MOU/MOAs with 911 dispatch (Yes / No/ **Not Sure**)
  - iv. Regular coordinated district and law enforcement review of the safety plan (Yes / No/ **Not Sure**)
  - v. Regularly scheduled meetings with law enforcement, fire and 911 dispatch. (Yes / No/ **Not Sure**)  
If yes:  monthly,  quarterly,  semi-annual,  annual
  - vi. Law enforcement and fire department participation or observance of school safety drills. (Yes / No/ **Not Sure**)
- c. Does your **district** currently have a comprehensive safety/emergency / continuity of operations plan in place? (Yes / No / **Not Sure**)

### 3. Evolving Technologies **Use: None Some Most All - or a number – for all % spots \***

- a. How many of your schools currently have:
  - i. Electronic door controls throughout?
  - ii. Exterior surveillance cameras
  - iii. Interior surveillance cameras
  - iv. Single point of entry into building
  - v. Electronic visitor management systems
  - vi. Comprehensive lockdown & notification system
  - vii. Enhanced 911 capabilities – ex: specific location information
  - viii. Ability to announce to/Mass notification system for
    - 1. Staff

- Is it campus wide or room/area specific?

2. Students
  3. First responders
  4. Parents/families
  - ix. Upgraded classroom door lock mechanisms
  - x. One-way, exit-only outside doors
  - xi. Two-way intercom systems
  - xii. Two-way, hand-held radios
  - xiii. Shared radio frequencies with law enforcement/direct communication with 1<sup>st</sup> responders
- b. Do cell phones work :
- i. Within your district
  - ii. On all campuses
  - iii. Between / across campuses

**4. Training:**

- a. How many of your principals are NIMS/ICS trained
- b. How much of your district staff has been trained in emergency procedures
- c. How much of your district staff has been trained in drills and drill procedures
- d. How many of your administrators have been trained in Rapid Responder
- e. How many of your administrators have been trained in collaboration with local law enforcement

**5. Needs: Where do you see the greatest need in your district:**

**Where do you need assistance? Response: prioritization lists**

- a. Evolving technologies:
  - i. Understanding
  - ii. Selection
  - iii. Implementation
  - iv. Funding
- b. Other safety and security initiatives
  - i. Safety assessment
  - ii. CPTED review & training
  - iii. \_\_\_ list additional \_\_\_
  - iv. \_\_\_
- c. Funding and/or training for SROs / SSOs
- d. Principal training
- e. Staff training

**6. Barriers: prioritization lists**

- a. Funding
- b. Time constraints
- c. Resources

- d. Partnerships and collaborations
- e. Other (Text box)

**7. Security Personnel:**

**Please refer to these definitions when answering these questions:**

**School Resource Officer (SRO)**

Commissioned law enforcement officer in the state of Washington with sworn authority to make arrests, deployed in community-oriented policing, and assigned by the employing police department or sheriff's office to work in school to address crime and disorder problems, gangs, and drug activities affecting or occurring in or around an elementary or secondary schools.

**School Security Officer (SSO), also called Campus Safety Officer (CSO)**

Employed by the local school district for the purpose of maintaining order and discipline, preventing crime, investigating violations of school rules or policies, and detaining students violating the law or school board policies on school property or at school-sponsored events. An SSO or CSO is also responsible for attempting to maintain the safety, security, and welfare of all students, faculty, staff, and visitors in an assigned school. Many SSOs and CSOs work in concert with SROs or local street officers to enforce rules or laws. They do not have sworn authority or powers of arrest.

**Private Security Firm**

Private security firms are sometimes hired by school districts. They may function in much the same way as SSOs or CSOs, but they are employed by or through the private company.

- a. Using the definitions given, how many of your schools have security personnel?
- b. Using the definitions given, what type of security personnel do your schools have?
  - i. SRO's (Yes / No)
  - ii. SSO/CSOs (Yes / No)
  - iii. Private security (Yes / No)
  - iv. Combination of the above (Yes / No)
  - v. None
- c. If you do not have security personnel, why not:
  - i. Lack of funding (Yes / No)
  - ii. Not a priority/not a need (Yes / No)
  - iii. I do not know (Yes / No)
  - iv. Other \_\_\_\_\_
- d. When do your security personnel work:
  - i. Daytime – during school hours (Yes / No)
  - ii. After school, patrolling grounds (Yes / No)
  - iii. Both day and evenings (Yes / No)
- e. About how many hours a day are there security personnel in your schools?
  - i. 1
  - ii. 2

- iii. 3
  - iv. 4
  - v. 5
  - vi. 6
  - vii. 7
  - viii. 8
  - ix. 8+
- f. Do your schools / campuses share security personnel? (Yes / No)
- g. Approximately what percentage of your security staff is armed? (Include SROs.)
- h. If yes, what type(s) of weapons do they carry
- i. Firearms
  - ii. Electronic Impulse Control devices (TASERS)
  - iii. Mace/pepper spray
  - iv. ASP / Baton / PR24 (Clubs/ Night sticks)
  - v. Other