


**Emergency Management 101**

**What the District Safety and Security Committee Needs to Know**

2010 TASB RMF Members' Conference  
School Safety and Emergency Management, Part I




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**Why must schools have a SSSC?**

**House Bill 1831**

- **Sec. 37.109. SCHOOL SAFETY AND SECURITY COMMITTEE.**  
(a) In accordance with guidelines established by the Texas School Safety Center, each school district shall establish a school safety and security committee.




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**Who should be on the SSSC?**

The Texas School Safety Center will establish guidelines

**Recommendations:**

- District Emergency Manager
- District and Campus Administrators
- Mental Health Professional representative
- School-Based Law Enforcement Representative
- School Health Advisory Council Representative
- Others?




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### What does the committee do?

**According to Texas Education Code:**

- Participates in developing and implementing emergency plans consistent with the district multi-hazard emergency operations plan and ensure that the plans reflect specific campus, facility, or support services needs;
- Provides the district with any information required in connection with a safety and security audit;
- Reviews each report required by the Texas School Safety Center to ensure that the report contains accurate and complete information



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### How often should the SSSC meet?

- When the district has an incident that generates lessons learned
- When emergency policies or procedure need to be updated
- When data must be submitted to the Texas School Safety Center
- At least quarterly



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### What knowledge and skills do committee members need?

- Basic understanding of the Emergency Management Cycle
- Completion of ICS for schools
- Understanding of the legal mandates concerning school safety
- Basic understanding of school policies and practices affecting school safety



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In many districts, the District Safety and Security Committee will be the team that develops the EOP, develops campus safety protocols, as well as responds to critical incidents utilizing the Incident Command System.



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**Emergency Response Team**

**Additional Training:**

- NIMS (IS-700),
- NRF (IS-800)
- ICS 200



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**Emergency Management:  
Key Messages**

- Plans are meaningless – planning is everything
- Plan collaboratively with community agencies
- Consider all hazards
- Develop standard emergency response procedures and practice regularly
- Utilize the Incident Command System



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**Emergency Management:  
Key Messages**

- Have necessary equipment and supplies on hand
- Have communication protocols in place
- Recovery is facilitated by how well schools plan for and respond to an emergency
- Recovery begins with an after-action review



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**Definitions**

**Emergency:**

- Any event or situation which poses an *immediate risk* to health, life, property, or environment.

**Emergency Management:**

- The function of creating a framework within which communities reduce vulnerability to hazards and cope with disasters.



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**Emergency Operations Plan (EOP)**

- Common Emergency Terms
- EOP Evaluation Tool
- Integrating NIMs into the EOP



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### Resources for Students with Special Needs

Emergency Meeting Agenda

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### Incident Command System

**ICS Principles:**

- Uses common terminology
- Scalable depending on need
- One incident commander
- Responsibilities determined in advance
- No one reports to more than one person
- Span of supervisory control does not exceed 3-7 subordinates

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### Incident Command System

**Common terminology:**

- Ability to communicate is essential
- ICS requires use of common terminology including standard titles for facilities and positions
- ICS uses plain English, not codes

**Uncommon Terminology**

- "Teachers and students, proceed to Code Yellow"

**Common Terminology:**

- "Teachers and students, lockdown the building"




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### Incident Command System

Multiple Levels of Activation


**National Response Framework**

**State Emergency Plan**

**City/County Emergency Plan**

**School District EOP**

Most emergencies are handled at the school site → **School Site Plan**




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### Incident Command System

**Incident Commander**

- Public Information Officer**
- Safety Officer**

<b>Operations</b>	<b>Logistics</b>	<b>Planning</b>	<b>Finance/Administration</b>
Student Supervision	Food Services	Next Steps Planning	Risk and Claims
Health Services/First Aid	Transportation	Documentation/Records	Personnel
Crisis or Trauma Recovery	Facility and Materials		Legal
Student/Parent Reunification			




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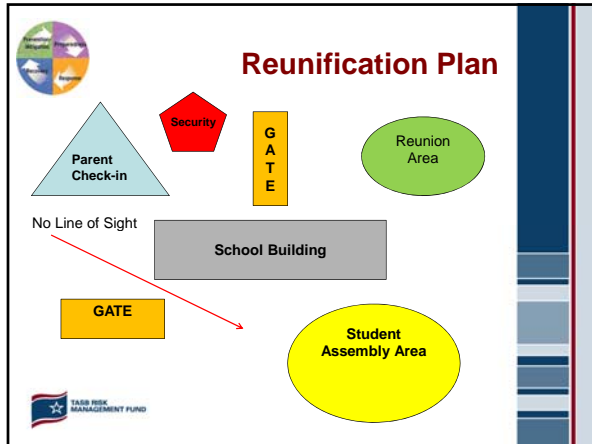
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**After-Action Review**

The diagram shows an 'AFTER ACTION REPORT FORM'. The form includes sections for: 'Name of person completing report', 'Date', 'Event/Incident (Check one)', 'Location', 'Description of event', 'Cause of event', 'Impact of event', 'Lessons learned', and 'Recommendations'. The TASB Risk Management Fund logo is in the bottom left corner.

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**Safety and Security Audit**

A district-wide safety and security audit of the district's campuses and facilities must be completed at least once every three years with results reported to the Board of Trustees and reported to the Texas School Safety center.

The TASB Risk Management Fund logo is in the bottom left corner.

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## Safety and Security Audit

**The audit must include the following components:**

- The physical structure
- The site and surrounding area
- Policies, procedures, and practices
- Documents (including prior audits and the EOP)
- Climate and culture (if auditing a campus)




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## How Can a School Safety and Security Audit Help to Make Schools Safer?

- An audit collects data that provides a snapshot of the current safety and security of the facility and can be analyzed to identify areas that need improvement.
- This proactive process can help ensure that students achieve their learning potential within a safe and secure environment.
- Recent research has shown a correlation between how safe a student feels while at school and academic achievement.




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## School Security Technology

If considering security technology, schools need to **methodically analyze their needs** and whether technological fixes are the **best tools** for addressing a problem.

- Security cameras, ID cards, burglar alarms, and most weapon and drug detectors would have had no bearing on the outcome of the highly publicized school shootings over the past decade.
- Solid access control and improved emergency communication, on the other hand, might have made a difference.




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**Determine if there is a need for devices ahead of time**

**“Schools Under Surveillance – Cultures of Control in Public Education” by Torin Manahan found:**

- **No difference** in the crime rate at schools with heightened security systems — cameras, armed guards, metal detectors, frequent pat-downs, and weapons checks, even some with barbed-wire perimeters — than at comparable schools without such measures
- This may actually make students *feel less safe*, by sending them the message that adults distrust and fear them




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**References:**

- FEMA - Emergency Management Institute
- US DOE – Emergency Planning for Schools
- Texas School Safety Center
- Jo Moss - Safety Coordinator Pflugerville ISD




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**Questions?**

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