School Risk Assessment Entry

Demographics

<table>
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<tr>
<th>Field</th>
<th>Value</th>
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<tbody>
<tr>
<td>School Name:</td>
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<td>School District:</td>
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<tr>
<td>Principal:</td>
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<tr>
<td>SSC Contact:</td>
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<td># of Faculty:</td>
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<td># of Staff:</td>
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<tr>
<td># of Students:</td>
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<tr>
<td>Grade Level:</td>
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<tr>
<td>Person Completing Report:</td>
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<td>Email Report To:</td>
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Section 1. Emergency and Crisis Preparedness Planning

- *State mandated, funding contingent.
- **Needed to be in compliance.
- All other questions are best practices.

1. **A School Safety and Threat Assessment Team is in place.  
   Yes  No*
   Comments/explanation:

2. **List the name and title of each person on the School Safety and Threat Assessment Team.  
   Name 1  Title 1  
   Name 2  Title 2  
   Name 3  Title 3  
   Name 4  Title 4  
   Name 5  Title 5  

3. **An emergency plan is in place for the school to follow.  
   Yes  No*
   Comments/explanation:

4. **Number of public safety agencies that have a copy of the emergency plan along with a diagram of the school facilities.  

5. **List the public safety agencies that have a copy of the emergency plan along with a diagram of the school facilities:  
   Agency 1  
   Agency 2
6. **The emergency plan was reviewed by the school council, the principal, and first responders at the end of the previous school year.**
   Yes  No*
   Comments/explanation:

7. **All rooms have an established primary and secondary evacuation route.**
   Yes  No*
   Comments/explanation:

8. **These routes are prominently posted in each room by evacuation doorways.**
   Yes  No*
   Comments/explanation:

9. **The best available severe weather safe zones have been identified.**
   Yes  No*
   Comments/explanation:

10. **These weather safe zone locations are prominently posted in each room.**
    Yes  No*
    Comments/explanation:

11. **Policies and procedures are in place for an all hazards approach, including emergency response drills for hostage, active shooter and building lockdown situations.**
    Yes  No*
    Comments/explanation:

12. **These policies and procedures were formulated with appropriate public safety agencies input, to include but not limited to fire, police, and emergency medical services.**
    Yes  No*
    Comments/explanation:

13. Students were involved in emergency plan development.
    Yes  No*
14. **Public safety agencies have toured the school to review policies and procedures and provide recommendations related to safety and security this school year.**

Comments/explanation:

**Yes**  **No**

15. **In reference to the above question, list the public safety agencies that toured the school during the current school year.**

| Agency 1 |
| Agency 2 |
| Agency 3 |
| Agency 4 |
| Agency 5 |
| Agency 6 |
| Agency 7 |
| Agency 8 |
| Agency 9 |
| Agency 10 |

16. The principal has received training on procedures for completion of the school security risk assessment.**

Comments/explanation:

**Yes**  **No**

**Section Summary**

**Implementation Strategies:**

**Deficiencies:**

Immediate actions to address deficiencies?  **Yes**  **No**

**Section 2. Physical Security Measures**

The school shall adhere to practices to control access to each school building.

1. *All visitors are required to report to the main office upon entry.*

Comments/explanation:

**Yes**  **No**

2. *Upon reporting, all visitors must provide valid identification.*

Comments/explanation:

**Yes**  **No**
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| 3. | *All visitors are required to state the purpose of their visit.*  
   | Yes | No*  
   |   | Comments/explanation: |   |
| 4. | *A visible "visitor's badge" is required to be displayed at all times.*  
   | Yes | No*  
   |   | Comments/explanation: |   |
| 5. | Visitors are required to make notifications prior to their arrival.  
   | Yes | No*  
   |   | Comments/explanation: |   |
| 6. | *The main entrance of the school is equipped with electronically locking doors, camera(s), and intercom system(s).*  
   | Yes | No*  
   |   | Comments/explanation: |   |
| 7. | *The school controls access to all exterior doors during the school day.*  
   | Yes | No*  
   |   | Comments/explanation: |   |
| 8. | Students are subject to metal detector screening when entering the school.  
   | Yes | No*  
   |   | Comments/explanation: |   |
| 9. | Visitors are subject to metal detector screening when entering the school.  
   | Yes | No*  
   |   | Comments/explanation: |   |
| 10. | *Classroom doors are equipped with hardware that allow the door to be locked from the outside but opened from the inside.*  
    | Yes | No*  
   |   | Comments/explanation: |   |
| 11. | *Classroom doors remain closed and locked during instructional time.*  
   | Yes | No*  
   |   | Comments/explanation: |   |
12. *Classroom doors with windows are equipped with material to quickly cover the window during a building lockdown.
   Comments/explanation:

13. Students backpacks are searched and/or scanned.
   Comments/explanation:

14. Visitor backpacks/bags are searched and/or scanned.
   Comments/explanation:

15. During drop off and pick up times, the school has separate locations for privately owned vehicles and school buses.
   Comments/explanation:

16. Crosswalks are available for student use.
   Comments/explanation:

17. List additional physical security measures:

18. A cost analysis has been completed for the implementation of additional security controls.
   Comments/explanation:

Section Summary

Implementation Strategies:

Deficiencies:

Immediate actions to address deficiencies? Yes No

Section 3. Crime and Violence Prevention
Trauma informed plans include strategies for:
- enhancing trauma awareness throughout the school community;
- conducting an assessment of the school climate, including but not limited to inclusiveness and diversity;
- developing trauma-informed discipline policies;
- collaborating with the Department of Kentucky State Police, the local sheriff’s office, and the local police department, to create procedures for notification of student involved trauma and provide services and programs designed to reduce the negative impact of trauma;
- support critical learning;
- and foster a positive and safe school environment for every student.

1. **The principal has provided written notice within 10 days of the first instructional day of the school year, to all students, parents, and guardians, the provisions of KRS 508.078 and potential penalties under KRS 532.060 and 534.030.
   - Yes
   - No*
   - Comments/explanation:

2. **The school adopted a trauma-informed approach to education.
   - Yes
   - No*
   - Comments/explanation:

3. **A certified school counselor is currently employed.
   - Yes
   - No*
   - Comments/explanation:

4. **The school meets the requirement of one counselor per 250 students.
   - Yes
   - No*
   - Comments/explanation:

5. **The school currently has a trauma-informed team.
   - Yes
   - No*
   - Comments/explanation:

6. **List the trauma-informed team members:
   - Person 1
   - Person 2
   - Person 3
   - Person 4
   - Person 5

7. **The counselor documents time spent with students.
   - Yes
   - No*
   - Comments/explanation:

Section Summary
Section 4. Incident Report

1. Number of firearms found on school property within the past year.
   0 *

2. Number of other deadly weapons and/or dangerous instruments found on school property within the past year.
   0 *

3. Number of terroristic threatening incidents in the last year (in reference to KRS 508.078).
   0 *

4. Number of assaults substantiated by the school last year.
   0 *

5. List investigating agencies.
   Agency 1
   Agency 2
   Agency 3

6. Number of incidents documented by the SRO(s) within the last year.
   0 *

7. Number of use of force incidents involving the SRO(s).
   0 *

8. The school has an office assigned to the SRO(s).
   Yes  No *
   Comments/explanation:

9. SRO(s) possess a long gun on school property.
   Yes  No *
   Comments/explanation:

Section Summary

Implementation Strategies:

Deficiencies:

Immediate actions to address deficiencies?  Yes  No
1. **Prior to the first instructional day of the school year, the administrative staff discussed and documented the emergency plan with all school personnel.**
   - Yes  No*
   
   **Comments/explanation:**

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The following questions are only applicable for grades 6-12.

3. **All students received suicide prevention awareness information via:** (Check all that apply)
   - Yes  No  N/A*
   - in person
   - live streaming
   - video recording
   - not provided

4. **All employees, that have job duties requiring direct contact with students, have attended a minimum one-hour high quality suicide prevention training.**
   - Yes  No  N/A*
   
   **Comments/explanation:**

5. **Staff members hired after the initial suicide prevention training are provided prevention materials.**
   - Yes  No  N/A*
   
   **Comments/explanation:**

The following questions are applicable for all schools.

6. **All school employees, with job duties requiring direct contact with students, attended a minimum one-hour training on how to respond to an active shooter situation.**
   - Yes  No*
   
   **Comments/explanation:**

7. **The district provides training to substitute teachers on suicide prevention, active shooter, and emergency plan familiarization.**
   - Yes  No*
   
   **Comments/explanation:**

**Section Summary**

**Implementation Strategies:**
Section 6. School Resource Officer Staffing, Operational Practices, and Related Services

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<tr>
<td><strong>Deficiencies:</strong></td>
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<tr>
<td>Immediate actions to address deficiencies?</td>
<td>Yes</td>
<td>No</td>
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1. **The school currently has an assigned school resource officer(s).**
   Comments/explanation:

2. SRO(s) wears an identifiable uniform.
   Comments/explanation:

3. **The school resource officer(s) have successfully completed, or are in the process of completing, required phases of KLEC approved SRO certification training.**
   Comments/explanation:

4. **The school resource officer(s) completed, or is scheduled to complete, the annual 40 hour approved SRO in-service training.**
   Comments/explanation:

SRO(s) employed by the school district.

5. SRO(s) assigned to the school is employed by the district.
   Comments/explanation:

6. List SRO(s) with a SLEO commission employed by the district:
   SRO 1
   SRO 2
   SRO 3

7. **Policy defines the roles and expectations of SRO(s) employed by the district.**
   Comments/explanation:

8. SRO(s) employed by the district carry firearms.
   Comments/explanation:

*SRO*
### Section 7. School & Community Collaboration

1. **The 24-hour statewide child abuse hotline number is prominently displayed in the school.**
   - Yes [ ] No [X] [No SRO*]
   - Comments/explanation:

2. **The National Human Trafficking Reporting hotline number is prominently displayed in the school.**
   - Yes [ ] No [X] [No SRO*]
   - Comments/explanation:
3. An anonymous reporting tool is available to students and staff via telephone call, email, and a mobile device application.
    Comments/explanation:

4. The school has implemented the Handle with Care program.
    Comments/explanation:

5. The board of education accepts gifts or donations that are restricted for safety, security, and student health purposes.
    Comments/explanation:

6. The board of education has organized a foundation to receive private financial and/or philanthropic support from the community.
    Comments/explanation:

7. List the person(s) responsible for the foundation activity.
   Name 1
   Title 1
   Name 2
   Title 2

Section Summary

Implementation Strategies:

Deficiencies:

Immediate actions to address deficiencies?

Section 8. Assessment Summary

Compliance:  Yes  No

Recommendations:  Meets  Does Not Meet

Summary:

Flagged for Immediate Review:  Yes  No