

KY SAFE SCHOOLS WEEK

Toolkit

I pledge to
"Light the Way"
by:

- ✓ Understanding that school safety starts with Me
- ✓ Preparing for emergencies
- ✓ Being a good digital citizen
- ✓ Showing kindness

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

TABLE OF CONTENTS

Introduction.....	3
KY Safe Schools Week Web Pages.....	4
“Light the Way” Pledge.....	5-7
Ky Safe Schools Week Poster.....	8
How to Take the Pledge Handout.....	9
Sample Press Release.....	10
Public Service Announcement (PSA).....	11
Daily Announcements.....	12
Light Theme Days Handout.....	13
Proclamation Sample.....	14
Bookmarks Promoting KY Safe Schools Week.....	15
KY Safe Schools Week Badges or Stickers.....	16
“Light the Way” Spotlights.....	17
“Light the Way” Spotlight Certificate.....	18
Elementary School Lockdown Workbook.....	19
Elementary School Lockdown Sample Letter.....	20
Safety Star Stickers.....	21
Safety Star Large.....	22
Lockdown Poster.....	23
Lockdown Poster Coloring Page.....	24
Magnifying Glass Activity.....	25
Instruction Time Door Hanger.....	26
Calming Strategies Links.....	27
Calm Down Strategies After Safety Practice.....	28
Lockdown Sign for School Door.....	29
KY Safe Schools Week Logos and Posters.....	30
KY Safe Schools Week Coloring Sheet.....	31
Website Resources: “Understanding that School Safety Starts with Me”.....	32
Website Resources: “Preparing for Emergencies”.....	33
Website Resources: “Showing Kindness”.....	34
Website Resources: “Being a Good Digital Citizen”.....	35
Website Resources: “Empowering/Unity”.....	36
Website Resources: KCSS Website.....	37
Promoting KY Safe Schools Week in Your School.....	38
Tips on Using the KY Safe Schools Week Handouts.....	39
KCSS Flipchart App.....	40
More KCSS Web Pages.....	41
Look Inside.....	42



The following pages are a portion of the activities available online to “celebrate” Kentucky Safe Schools Week

The Kentucky Center for School Safety announces this year’s Kentucky Safe Schools Week, is set for October 15-21, 2023.

Light the Way: This week aims to **“Light the Way.”** Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

Kentucky Center for School Safety encourages schools across Kentucky to participate.



VISIT US ONLINE:
www.kycss.org/safe-schools-week
 Handouts, Videos, News, Resources and More...
 Covering a Wide Range of School Safety Topics

KCSS
 KENTUCKY CENTER
 for SCHOOL SAFETY

INTRODUCTION

Here are a few things to know about this year's KY Safe Schools Week

Kentucky Safe Schools Week is set for **October 15–21, 2023**. This week aims to **"Light the Way."** Schools can promote and enhance



school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

Join us and participate in this year's campaign **"Light the Way"** in your school, home and community. Take the online "Light the Way Pledge."

During Safe Schools Week the KCSS website supplies a variety of teaching aids along with the online pledge and Kentucky Safe Schools Week Tool Kit loaded with resources, lessons and ideas. Resources will also be available for school administrators and others at www.kysafeschools.org/safe-schools-week

I PLEDGE TO "LIGHT THE WAY" BY:

- ☒ Understanding that school safety starts with Me
- ☒ Preparing for emergencies
- ☒ Being a good digital citizen
- ☒ Showing kindness

The Kentucky **"Light the Way"** campaign is sponsored by the **Kentucky Center for School Safety**. This observance coincides with the national campaign. America's Safe Schools Week is sponsored by the National School Safety Center. "I encourage all Kentuckians to get involved and encourage one another when it comes to school safety. School Safety is our first priority and shining a light on all areas of need, compliance and initiative improves our culture and environment. **"Light the Way"** entails great character and engaging in school safety practices with dedication. Join our Light the Way Campaign and show Kentucky's brilliance across the commonwealth." said Jon Akers, Executive Director, KCSS.

Let's make the "Light the Way" campaign the best ever!



VISIT US ONLINE:
www.kycss.org/safe-schools-week
 Handouts, Videos, News, Resources and More...
 Covering a Wide Range of School Safety Topics



KY SAFE SCHOOLS WEEK WEB PAGES

On these web pages, you will find many resources and materials for your Ky Safe Schools Week campaign, including:

KY Safe Schools Week Pledge

- Take the “Light the Way” pledge, check your district stats and print your very own certificate

Safe Schools Week Promotional Materials

Join the celebration in your school, town and county using these promotional materials:

- Community Promotion Materials
- KY Safe Schools Week Toolkit and Daily Announcements
- Classroom Lessons and Handouts
- Elementary School Lockdown Workbook
- Logos and Posters for Promoting KY Safe Schools Week

Safe Schools Week Highlights

- View photos and videos capturing KY Safe Schools Week participation

Safe Schools Week Classroom Resources

- Find a wealth of teacher and administrator resources — lessons, games, handouts, videos and more using the KY Safe Schools Week theme: “Understanding that School Safety Starts with Me,” “Preparing for Emergencies,” “Showing Kindness,” “Being a Good Digital Citizen,” and “Empowering/Unity”

FIND THIS INFORMATION ON:
kycss.org/safe-schools-week



KY SAFE SCHOOLS WEEK

The Kentucky Center for School Safety announces this year's Kentucky Safe Schools Week, is set for October 15-21, 2023.

Light the Way: This week aims to “Light the Way.” Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

Take the online “Light the Way” Pledge

“Light the Way” Pledge!

KCSS thanks all those who are participating in the online “Light the Way” Pledge across Kentucky.

Click Here to Take the Light the Way Pledge

Click Here to Check Your School District's Statistics

Safe School Weeks Promotional Materials/Classroom Handouts

Safe Schools Week Highlights

Safe Schools Week Classroom Resources

“Light the Way” Pledge and Map

Click Here to Take the Light the Way Pledge

Click Here to Check Your School District's Statistics



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for **SCHOOL SAFETY**

“LIGHT THE WAY” PLEDGE



QUICK TIP:

Share this link with your students, staff and community as you encourage participation in our “Light the Way” Pledge.

KY SAFE SCHOOLS WEEK PLEDGE

KENTUCKY CENTER FOR SCHOOL SAFETY > KY SAFE SCHOOLS WEEK > KY SAFE SCHOOLS WEEK PLEDGE

Light the Way PLEDGE

Light the Way: This week aims to “*Light the Way*.” Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

I pledge to “Light the Way” by: *

- ☐ Understanding that school safety starts with Me
- ☐ Preparing for emergencies
- ☐ Being a good digital citizen
- ☐ Showing kindness



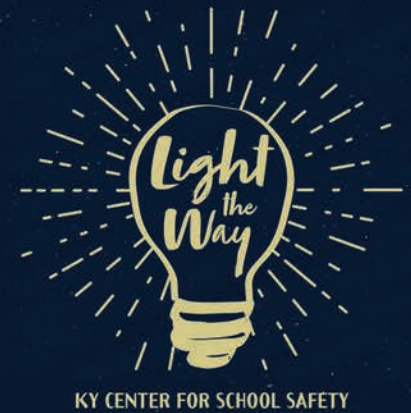
Take the “Light the Way” Pledge at:
www.kycss.org/safe-schools-week/safety-week-pledge



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

"LIGHT THE WAY" PLEDGE CERTIFICATE



COMPLETING THE "LIGHT THE WAY" PLEDGE:

After you have completed the pledge, a link will allow you to print your personalized certificate. Display it proudly on your wall for others to see. You can print, save or screenshot the completed certificate online or in classrooms, to put on bulletin boards and in hallways. Share your certificate on social media: #LighttheWay

Light the Way PLEDGE

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

This certifies that
Suzy Student

Has taken the
Kentucky Center for School Safety
"Light the Way" Pledge

And hereby pledges to:

- 1) Understand that school safety starts with Me
- 2) Prepare for emergencies
- 3) Be a good digital citizen
- 4) Show kindness

Jon Akers
Executive Director

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY



VISIT US ONLINE:

www.kycss.org/safe-schools-week

Handouts, Videos, News, Resources and More...

Covering a Wide Range of School Safety Topics

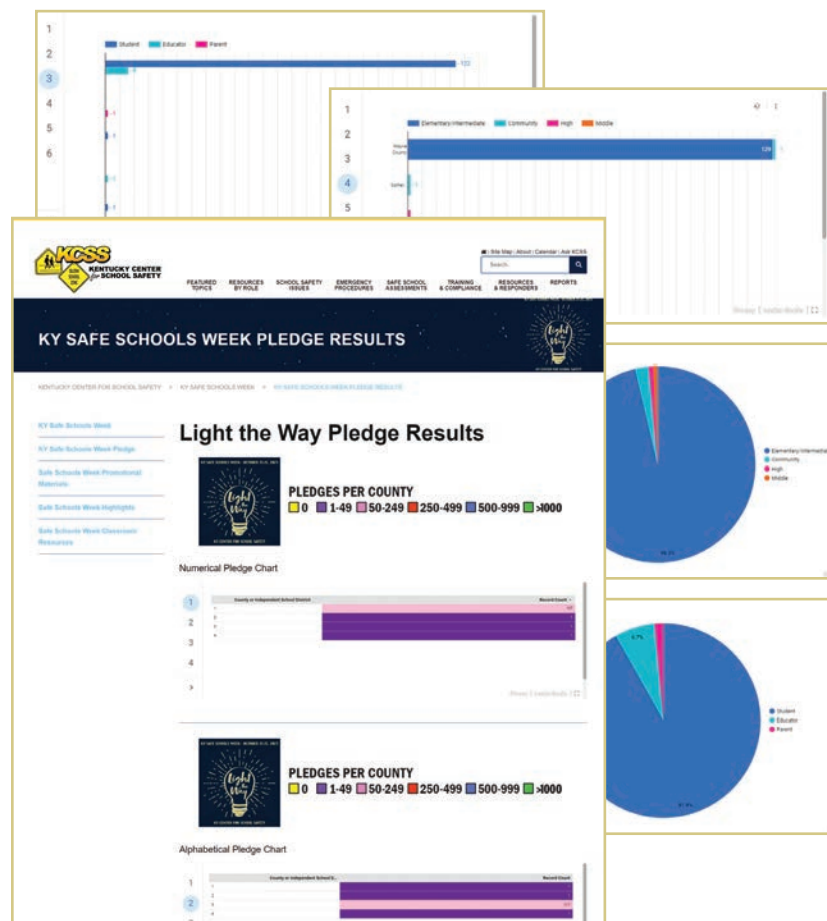
KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

"LIGHT THE WAY" PLEDGE RESULTS

NEW VISUALIZATIONS!

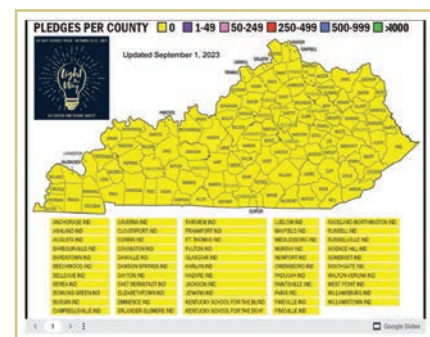
New visualizations have been added to the statistics page (updated every 15 minutes):

- Numerical Pledge Chart
- Alphabetical Pledge Chart
- Student, Educator, Parent Bar Chart
- Elementary/Intermediate, Community, High, Middle Bar Chart
- Elementary/Intermediate, Community, High, Middle Pie Chart
- Student, Educator, Parent Pie Chart



PLEDGE MAP

Also check out your district's status with the pledge map (updated daily).



DID YOU KNOW?

Wow! Last year, there were over 35,000 total pledges. Help us make the "Light the Way" Pledge even more successful!

Check out the pledge stats

on www.kycss.org/safe-schools-week/pledge-results to see how your district is doing



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KYCSS
KENTUCKY CENTER
for **SCHOOL SAFETY**

KY SAFE SCHOOLS WEEK POSTER

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Share these posters with fellow teachers, administrators and community members to increase awareness of KY Safe Schools Week. You can include these posters as email attachments, share in virtual meetings or hang them on the wall for others to see. A black-and-white version is also available.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

Light the Way: This week aims to "Light the Way." Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023

Light the Way: This week aims to "Light the Way." Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

I pledge to "Light the Way" by:

- ☒ Understanding that school safety starts with Me
- ☒ Preparing for emergencies
- ☒ Being a good digital citizen
- ☒ Showing kindness



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

KENTUCKY SAFE SCHOOLS WEEK 2023 TOOLKIT

HOW TO TAKE THE PLEDGE HANDOUT



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Display this handout in the teachers' work room, in the hallway on bulletin boards and places where community members can feel empowered to take the online "Light the Way" Pledge. A black-and-white version is also available.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

TAKE THE "LIGHT THE WAY" PLEDGE.

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023

TAKE THE "LIGHT THE WAY" PLEDGE:

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023

- I pledge to "Light the Way" by:
- ☒ Understanding that school safety starts with Me
 - ☒ Preparing for emergencies
 - ☒ Being a good digital citizen
 - ☒ Showing kindness



KY CENTER FOR SCHOOL SAFETY

Take the online pledge at:

kycss.org/safe-schools-week/safety-week-pledge

Print your online pledge certificate

to confirm that you took the pledge

Encourage others

including fellow teachers, students, parents and community members to take the online pledge

Spread the word!

Light the Way Pledge

Light the Way: This week aims to "Light the Way" Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.



VISIT US ONLINE:
www.kycss.org/safe-schools-week
 Handouts, Videos, News, Resources and More...
 Covering a Wide Range of School Safety Topics

KCSS
 KENTUCKY CENTER
 for SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
 Handouts, Videos, News, Resources and More...
 Covering a Wide Range of School Safety Topics

KCSS
 KENTUCKY CENTER
 for SCHOOL SAFETY

SAMPLE PRESS RELEASE

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Customize the verbiage on this press release template to reflect your school's name as you highlight KY Safe Schools Week, and send to local media outlets.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

FOR IMMEDIATE RELEASE

DATE:
Contact:
Phone:
Email:

(name of district) ENDORSES KENTUCKY SAFE SCHOOLS WEEK

(Name/title) today officially proclaimed October 15–21, 2023, as (district/town) Safe Schools Week.

Kentucky Safe Schools Week is set for October 15–21, 2023. Light the Way: This week aims to "Light the Way." Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

Join us and participate in this year's campaign "Light the Way" in your school, home and community. Take the online "Light the Way" pledge.

I pledge to "Light the Way" by:

Understanding that school safety starts with Me
Preparing for emergencies
Being a good digital citizen
Showing kindness

www.kysafeschools.org/safe-schools-week/safety-week-pledge



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS

**KENTUCKY CENTER
for SCHOOL SAFETY**

KENTUCKY SAFE SCHOOLS WEEK 2023 TOOLKIT

10

PUBLIC SERVICE ANNOUNCEMENT (PSA)

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

This sample script is a great way to publicize KY Safe Schools Week through radio or in-house news programs. Simply change the wording in the script to reflect your campaign activities, and submit it to your local stations or news team.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

PSA SCRIPT

Kentucky Safe Schools Week Campaign
October 15–21, 2023

"Light the Way"

Announcer: YOUR DISTRICT NAME knows that safe schools promote effective, productive citizens, and building Kentucky's future should be everyone's concern. October 15–21, 2023 is Kentucky Safe Schools Week.

The DISTRICT NAME schools have joined together with the entire community to pledge to work for a safe nurturing school environment.

Announcer: All Kentuckians play an important role in school safety efforts. Visit the Kentucky Center for School Safety website, www.kycss.org to take part in this year's "Light the Way" Campaign. This week aims to "Light the Way." Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

Take the online pledge at www.kysafeschools.org/safe-schools-week/safety-week-pledge (or on a link from our school's homepage).

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS

KENTUCKY CENTER
for SCHOOL SAFETY

DAILY ANNOUNCEMENTS

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

These daily announcements can be read to students and staff over the course of KY Safe Schools Week to increase awareness of the “Light the Way” campaign.

To view this resource, visit “Safe Schools Week Promotional Materials”



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

Day 4

Remember this is Kentucky Safe Schools Week.

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023

Kentucky Safe Schools Week Daily Announcements 2023

(School announcements to encourage involvement in Kentucky Safe Schools Week)

Day 1

This is day one of KY Safe Schools Week. The theme is “Light the Way.” The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

I pledge to “Light the Way” by:

Understanding that school safety starts with Me
Preparing for emergencies
Being a good digital citizen
Showing kindness

Please show your support and take the online pledge (insert information about where students are taking the pledge in your building).

Day 2

Remember this is Kentucky Safe Schools Week and we want you to join in and be part of the solution in our school to make it safe and enjoyable for everyone.

Please show your support and take the online pledge (insert information about where students are taking the pledge in your building).

Remember our actions affect others. Be intentional with your actions today. Light the way.

Day 3

Remember this is Kentucky Safe Schools Week.

Please show your support and take the online pledge (insert information about where students are taking the pledge in your building).

If you hear or see something, say something by using our school’s tip line. To send a tip, visit the S.T.O.P.! Tipline on our school’s website, or call or send a text to 866-393-6659.

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KYCSS
KENTUCKY CENTER
for SCHOOL SAFETY

KENTUCKY SAFE SCHOOLS WEEK 2023 TOOLKIT

LIGHT THEME DAYS HANDOUT

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Use these ideas when planning your KY Safe Schools Week campaign.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

Light Theme Days

Day 1: Illuminate Awareness

- Be aware of ways to contact others for help and report by visiting the [KCSS website](https://kycss.org).
- If you hear or see something, say something.

Day 2: Spark Emergency Preparedness

- Emergency drills: Emphasize the importance of being prepared in various situations.
- The Elementary School Lockdown Workbook is available on the [KCSS Website](https://kycss.org).

Day 3: Radiate Kindness, Diminish Bullying

- Highlight how kindness can be a powerful "light" against bullying.
- Suggested activity: Kindness chains: Students add links to a chain for every act of kindness they witness.
- Bullying handouts: Informational handouts are available on the [KCSS website](https://kycss.org).

Day 4: Shine Online Safely

- Illuminate the potential dangers of the online world and ways to stay safe.
- Cyber Bullying handouts: Informational handouts are available on the [KCSS website](https://kycss.org).

Day 5: Empowerment through Unity

- Unity day: Everyone wears school colors to symbolize standing together for safety.
- Social Emotional Learning (SEL) handouts: Informational handouts are available on the [KCSS website](https://kycss.org).

Throughout the week, incorporate the concept of "light" as a symbol of enlightenment, empowerment, and safety. Engage students in discussions, activities, and projects that bring out the importance of each theme while fostering a sense of responsibility and unity within the school community.

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS

**KENTUCKY CENTER
for SCHOOL SAFETY**

PROCLAMATION SAMPLE



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Personalize the wording to reflect your school and community during KY Safe Schools Week, and have local government leaders sign your proclamation.

To view this resource, visit “Safe Schools Week Promotional Materials”



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

Proclamation

To All Whom These Presents Shall Come:

- WHEREAS, schools make substantial contributions to the future of America and to the development of our nation's young people as knowledgeable, responsible, and productive citizens; and
- WHEREAS, excellence in education is dependent on safe, secure, and peaceful school settings; and
- WHEREAS, the safety and well-being of many students, teachers, and school staff are unnecessarily jeopardized by crime and violence, such as substance abuse, gangs, bullying, poor discipline, vandalism, and absenteeism in our schools; and
- WHEREAS, all leaders-especially those in education, law enforcement, government, and business-should eagerly collaborate with each other to focus public attention on school safety and identify, develop, and promote answers to these critical issues; and
- WHEREAS, numerous schools and school districts throughout the country, along with national programs, are among those innovative answers; and
- WHEREAS, the observance of Kentucky Safe Schools Week will substantially promote efforts to provide all our nation's schools with positive and safe learning climates; now, therefore, be it

Now, therefore, we, do hereby proclaim October 15-21, 2023 as
“KENTUCKY SAFE SCHOOLS WEEK”

And encourage all fraternal, legal, government and professional associations, students and educators in Kentucky schools to formally adopt similar resolutions and proclamations so that we may enthusiastically work together to make our schools safe, secure, and peaceful places for learning, teaching, and working, free of drugs, alcohol, weapons, and fear.

Done this ____ day of _____ in the year of Our Lord Two Thousand and Twenty-Three.

County Judge Executive

Mayor, City of _____, Kentucky



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for **SCHOOL SAFETY**

BOOKMARKS PROMOTING KY SAFE SCHOOLS WEEK



KY CENTER FOR SCHOOL SAFETY

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

**I pledge to
“Light the Way” by:**

- ☒ Understanding that school safety starts with Me
- ☒ Preparing for emergencies
- ☒ Being a good digital citizen
- ☒ Showing kindness

FIND THE PLEDGE AT:
kycss.org/safe-schools-week/safety-week-pledge




f x

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

**I pledge to
“Light the Way” by:**

- ☒ Understanding that school safety starts with Me
- ☒ Preparing for emergencies
- ☒ Being a good digital citizen
- ☒ Showing kindness

FIND THE PLEDGE AT:
kycss.org/safe-schools-week/safety-week-pledge




f x

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

**I pledge to
“Light the Way” by:**

- ☒ Understanding that school safety starts with Me
- ☒ Preparing for emergencies
- ☒ Being a good digital citizen
- ☒ Showing kindness

FIND THE PLEDGE AT:
kycss.org/safe-schools-week/safety-week-pledge




f x

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

**I pledge to
“Light the Way” by:**

- ☒ Understanding that school safety starts with Me
- ☒ Preparing for emergencies
- ☒ Being a good digital citizen
- ☒ Showing kindness

FIND THE PLEDGE AT:
kycss.org/safe-schools-week/safety-week-pledge




f x

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

**I pledge to
“Light the Way” by:**

Understanding that school safety starts with Me

Preparing for emergencies

Being a good digital citizen

Showing kindness

FIND THE PLEDGE AT:

kycss.org/safe-schools-week/safety-week-pledge



QUICK TIP:

These bookmarks are great for spreading the word about your KY Safe Schools Week campaign. This bookmark includes text from the online “Light the Way” Pledge. A black-and-white version is also available.

To view this resource, visit “Safe Schools Week Promotional Materials”



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics



**KENTUCKY CENTER
for SCHOOL SAFETY**

KY SAFE SCHOOLS WEEK BADGES OR STICKERS



QUICK TIP:

Print these on sticky paper and cut-out or laminate. Use them for your KY Safe Schools Week campaign participants to proudly wear during your events. A black-and-white version is also available.

To view this resource, visit “Safe Schools Week Promotional Materials”



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for **SCHOOL SAFETY**

"LIGHT THE WAY" SPOTLIGHTS



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Customize and handout as "spotlights" highlighting good behavior during KY Safe Schools Week. A black-and-white version is also available.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



VISIT US ONLINE:

www.kycss.org/safe-schools-week

Handouts, Videos, News, Resources and More...

Covering a Wide Range of School Safety Topics

KCSSS

**KENTUCKY CENTER
for SCHOOL SAFETY**

"LIGHT THE WAY" SPOTLIGHT CERTIFICATE



QUICK TIP:

Customize and hand out as awards at the end of KY Safe Schools Week. A black-and-white version is also available.

To view this resource,
visit "Safe Schools Week
Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KYCSSL
KENTUCKY CENTER
for **SCHOOL SAFETY**

ELEMENTARY SCHOOL LOCKDOWN WORKBOOK



KY CENTER FOR SCHOOL SAFETY

INTRODUCTION:

Lockdowns and other safety drills are part of a comprehensive emergency preparedness plan. Each school engages in actions designed to mitigate loss in response to a safety threat.

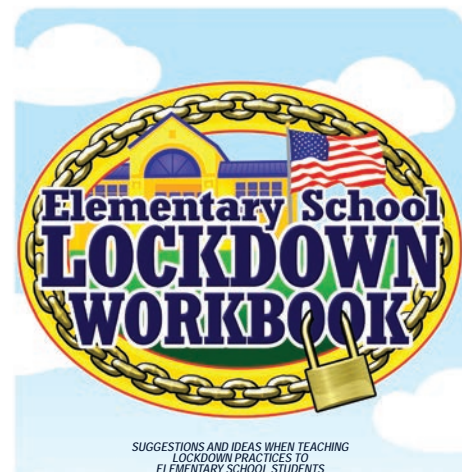
Lockdowns are designed to protect and secure students and staff from a variety of dangers in and around school. Once the school is secure the purpose is to keep the threat out or contained.

Lockdowns can save lives and are considered best practice when responding to specific threats.

Lockdowns can be associated with the presence of law enforcement and create perceived danger even during drills. Being aware that lockdowns may produce anxiety, stress, or trauma for students or staff, careful planning is critical.

In an elementary school setting, lessening fears, stress or trauma associated with lockdowns/drills is the goal of planning lessons, discussions, parent communication and practice.

Each class is unique and the considerations that should be planned for are: age, disabilities, English language learners and those who have experienced trauma. The classroom teacher is best suited to develop specific lessons/instructions for his/her class. This workbook provides ideas and samples to assist in preparing that specific classroom plan.



To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

To request a physical copy of this resource, fill out an online request form:



kycss.org/kcss-request-form



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for **SCHOOL SAFETY**

ELEMENTARY SCHOOL LOCKDOWN COMMUNICATION WITH PARENTS/GUARDIANS SAMPLE LETTER

QUICK TIP:

Partnering with Parents:

Communication is key to a great partnership when working with parents/guardians on practicing emergency response procedures.

Ideas for avenues of communication:

- Information can be printed in agenda books or planners to introduce parents and other partners to emergency drills and practice procedures.
- It is essential to inform parents before the first lockdown drill is conducted (with a letter or newsletter, etc.). Remember to alert parents on subsequent lockdowns.
- Your school website can include an explanation of the law. Mention the considerations made when preparing for lockdown practice such as age, disability, English language learners and those who have experienced trauma.
- Social media can also be used to make the community aware that your school practices safety. Don't post specific information about lockdowns or procedural information.



Letterhead

Date _____

Dear Parents/Guardians,

Our school's highest priority is the safety of our students and staff. In order for us to ensure the safety of our students, it is necessary that we practice our emergency and crisis response plans as required by state statute to conduct a minimum of two lockdown drills each year so that all students know their role during a potential threat.

These lockdown drills are designed to protect students from danger in a school building. They are intended to secure a school and to keep out a threat. They also require students to stay in place (away from windows and doors). The types of emergencies that could require a lockdown include the possible presence of an intruder; a dangerous situation taking place in the school building; or any other type of accident that could pose a threat to the safety of students and staff.

We will be conducting this year's first lockdown drill on (enter either week or date) during the second half of the year.

A few notes about the drill:

- Before the drill, teachers will use age-appropriate lessons with their classes and walk the students through the procedures. This review and practice will help to alleviate unnecessary stress or anxiety.
- On the day of the drill, we will announce reminders prior to the actual drill to ensure that all students/staff feel prepared.
- During the drill, no one will be permitted in or out of our school. This closure may last for 10-15 minutes.
- The lockdown drill is meant to be practice only, and not stressful or scary in nature.
- Teachers will reflect upon the drill with students after it has been completed.
- Members of the (Your School Safety Team) and (Sheriff's Office or Police) will be observing the drill and debriefing with staff.

When talking with your children at home about lockdown drills and safety procedures, you don't have to be specific about the types of emergencies that require a lockdown; you can just explain to your child that this is one of the safety drills all schools practice. When we partner with you to protect our children, these drills become a smooth, uneventful practice that develops into a habit, supporting fast, efficient procedures in case of a threat or emergency.

We hope that we will never have to utilize this procedure in a real situation, but it is important for us all to walk through the process of staying safe at school.

If you have any questions, please feel free to call (Name) at (phone number).

Sincerely,

The (Name) Safety Committee
(Principal)

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

This letter is only a guide and it is the responsibility of each school to revise/create a letter to meet the needs of your school and situation.



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

SAFETY STAR STICKERS

QUICK TIP:

Debrief and Encourage:

Say... "I feel good about practicing safety at school, do you?" Allow for questions... and discuss answers.

Next "Excellent you are all safety stars. Today, you get stickers to wear home that say you are a SAFETY STAR- "We practiced Safety at School".

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

To request a physical copy of this resource, fill out an online request form:



kycss.org/kcss-request-form



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:

www.kycss.org/safe-schools-week

Handouts, Videos, News, Resources and More...

Covering a Wide Range of School Safety Topics

KCSS

**KENTUCKY CENTER
for SCHOOL SAFETY**

SAFETY STAR LARGE



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Designated Spot:

The area in your classroom that is farthest from the windows and door will be your designated spot. You can use this star to mark where the students should assemble during a lockdown drill. It can be left up all the time or used only when a drill is scheduled. Students will remember the visual and this will help them find the spot quickly. This coordinates with the "Safety Star" lesson.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



VISIT US ONLINE:

www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

LOCKDOWN POSTER

QUICK TIP:

Be a Lockdown S.T.A.R.:

Use this poster as a visual reminder of the lockdown procedure. It can be a stand-alone lesson or it can follow the "Safety Star" lesson. Post it prominently in your classroom and review it frequently.

Visual reminders are a great teaching tool and can lessen stress because it shows the order and routine of a lockdown practice/drill.

To view this resource,
visit "Safe Schools Week
Promotional Materials"

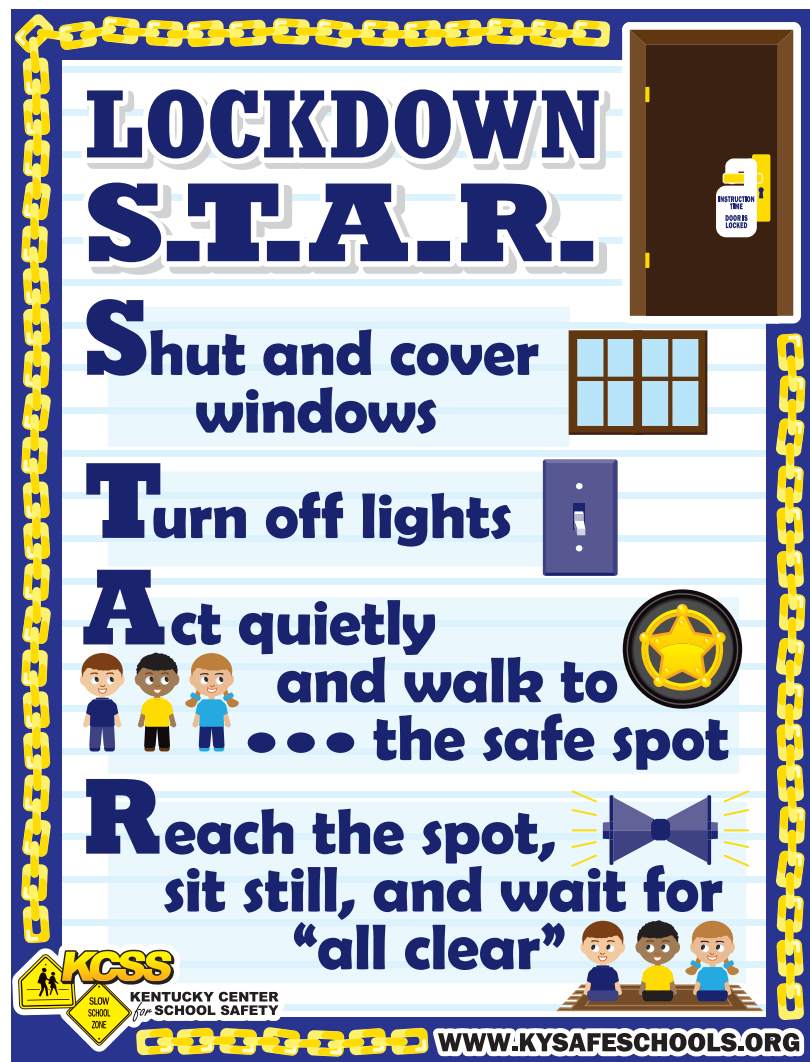


[kycss.org/safe-schools-week/
safe-schools-week-promotional-
materials/](https://kycss.org/safe-schools-week/safe-schools-week-promotional-materials/)

To request a physical copy
of this resource, fill out an
online request form:



kycss.org/kcss-request-form



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

LOCKDOWN POSTER COLORING PAGE



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Activity Sheet:

As you review the lockdown poster share this coloring page with your students.

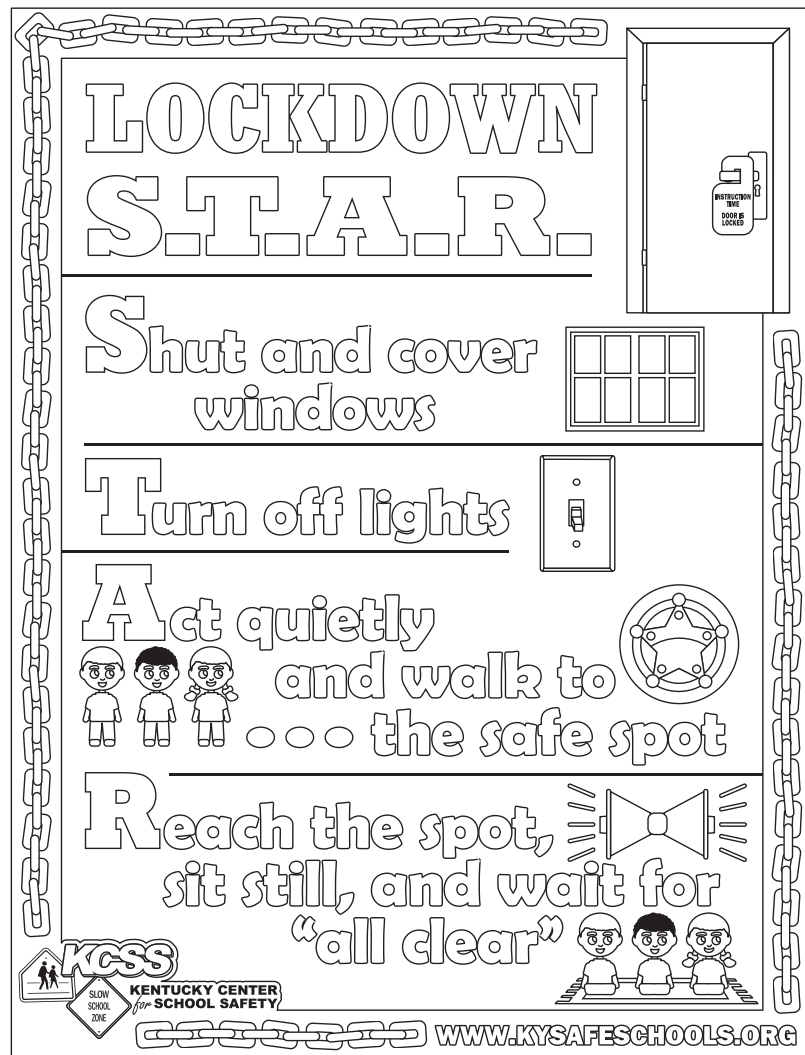
Have them color and then turn on the back and make their own poster to explain a lockdown drill.

This is a school-home connection piece. As it goes home with the students, parents can review the steps and discuss the procedure with their child.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

MAGNIFYING GLASS ACTIVITY



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Teaching Tool:

To use this teaching tool with your students:

- Cut pattern out of paper (card stock is preferred). If card stock is available, that will make the magnifying glass stronger.
- Popsicle sticks or tongue depressors taped to the back of the handle will also give the magnifying glass structure.

Students enjoy hands-on teaching tools and this sparks their memory and imagination.

To view this resource, visit “Safe Schools Week Promotional Materials”



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



KENTUCKY CENTER for SCHOOL SAFETY

[WWW.KYSAFESCHOOLS.ORG](https://www.kysafeschools.org)



VISIT US ONLINE:

www.kycss.org/safe-schools-week

Handouts, Videos, News, Resources and More...

Covering a Wide Range of School Safety Topics

KCSS

KENTUCKY CENTER for SCHOOL SAFETY

INSTRUCTION TIME DOOR HANGER

QUICK TIP:

Safety Tool:

This door hanger print-out sheet is available to use on classroom doors during instruction. If schools/teachers choose to use them, it reminds students/staff that the reason the door is locked is that classroom instruction is taking place.

The door hanger makes it less stressful for a student who tries to enter a room and a locked door hinders their entrance.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

To request a physical copy of this resource, fill out an online request form:



kycss.org/kcss-request-form



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:

www.kycss.org/safe-schools-week

Handouts, Videos, News, Resources and More...

Covering a Wide Range of School Safety Topics

KENTUCKY SAFE SCHOOLS WEEK 2023 TOOLKIT

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

CALMING STRATEGIES LINKS



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Calming Classroom Ideas:

This page offers various links and ideas to be used as calming strategies in your classrooms. Calming strategies for students should be used with lockdown drills/practices. It is recommended that they are taught in advance and practiced regularly during and outside of drills.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

Calming Strategy Links and Ideas for All Classes

- Yoga <https://www.youtube.com/watch?v=vYQy8-7Ut1E&app=desktop>
More yoga <https://www.youtube.com/watch?v=Td6zFtZPk4&feature=youtu.be>
- Yoga with Adrienne (and her dog Benji) www.youtube.com/user/yogawithadriene
- Cosmic Kids Yoga Adventures www.youtube.com/watch?v=pn65ltvntp4
- 5-minute cardio video <https://m.youtube.com/watch?v=R0mMyV5OtcM>
- Spend some time relaxing in Yellowstone National Park <https://www.youtube.com/watch?v=1VyhG3ypG5s&feature=youtu.be>
- Online jigsaw puzzle www.jigsawplanet.com
- Digital coloring www.coloring.com/pictures/geo-portrait
- Preschool and Kindergarten:
 - Breathe, Think, Do with Sesame Street (This is a great app to help young kids with calming strategies.)
- Things to do without technology:
 - *Writing/drawing: Ask students to write or draw a picture showing how they felt during the drill. This can be done while listening to calming music.
 - *Play-doh
 - *For students who may need their own space, a calming corner is a great place for them to "get away" for a few minutes. See [Appendix I: Calm Down Strategies after Safety Practice](#) for print-outs to hang in your calming corner.
 - "Write your own calming song as a class to the tune of a familiar song. This one is to the tune of Row, Row, Row Your Boat."
 - Let's sing our calming song and get back to our place. Practice, practice, practice, practice. This helps keep us safe.



VISIT US ONLINE:
www.kycss.org/safe-schools-week
 Handouts, Videos, News, Resources and More...
 Covering a Wide Range of School Safety Topics

KCSS
 KENTUCKY CENTER
 for SCHOOL SAFETY

CALM DOWN STRATEGIES AFTER SAFETY PRACTICE

QUICK TIP:

Calm Down Handout:

After a safety practice or as a stand alone activity, a teacher can discuss calming activities and the fact that each student has a choice of which one works best for them. After the students use the calming strategy the handout can be turned over and the child can draw other ideas of how they calm down in other stressful situations. This gives students and parents (when it goes home) ideas for calming strategies during high anxiety. This handout can also be used as a poster.

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/



KY CENTER FOR SCHOOL SAFETY

CALM DOWN STRATEGIES

I can choose after a safety practice



VISIT US ONLINE:
www.kycss.org/safe-schools-week
 Handouts, Videos, News, Resources and More...
 Covering a Wide Range of School Safety Topics

KCSS
 KENTUCKY CENTER
 for SCHOOL SAFETY

LOCKDOWN SIGN FOR SCHOOL DOOR



KY CENTER FOR SCHOOL SAFETY

QUICK TIP:

Lockdown Sign:

This sign can be used on access doors to the school during a lockdown practice or an actual lockdown. When this sign is used consistently, visitors are given a visual prompt about safety procedures.

To view this resource, visit "Safe Schools Week Promotional Materials"

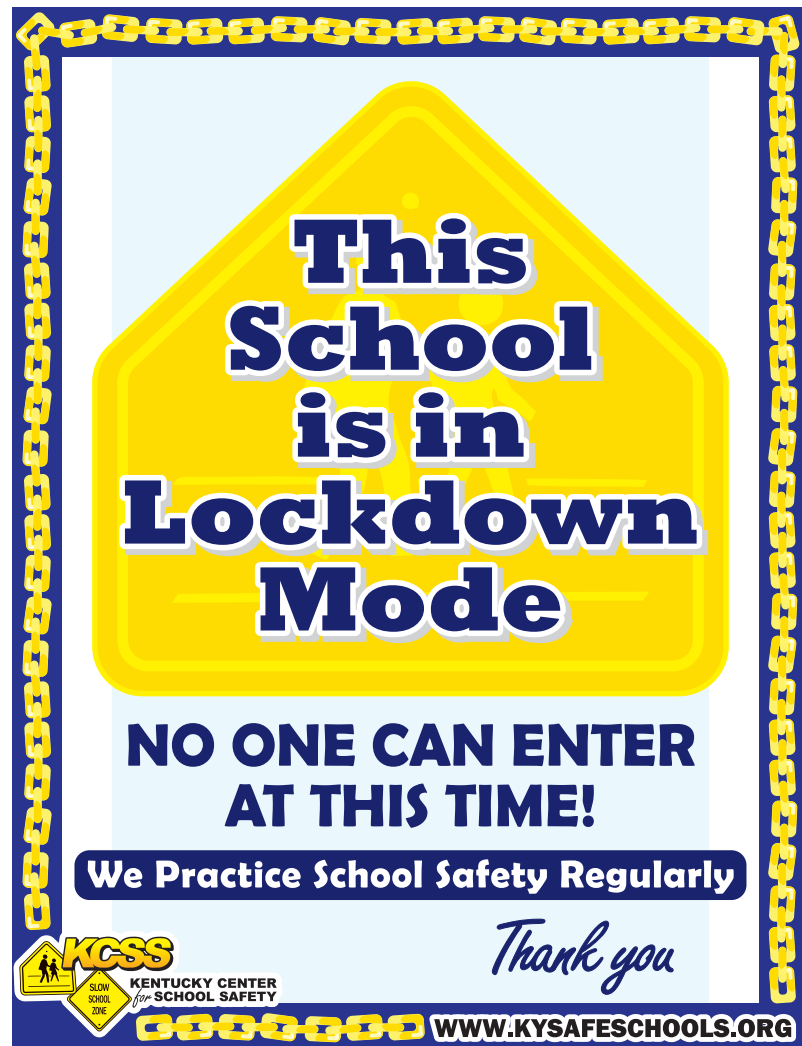


kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

To request a physical copy of this resource, fill out an online request form:



kycss.org/kcss-request-form



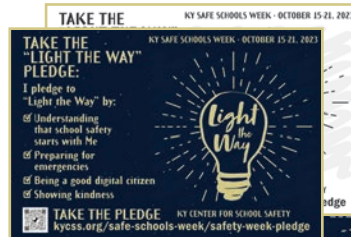
VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

KY SAFE SCHOOLS WEEK LOGOS AND POSTERS



KY CENTER FOR SCHOOL SAFETY



Large Light the Way Pledge Poster



Light the Way Pledge Large Logo



Light the Way Photo Frame



Large Light the Way Poster



Large Light the Way Pledge Poster

To request a physical copy of this resource, fill out an online request form:



EMERGENCY CONTACTS

CHILD PROTECTION HOTLINE 1-877-KYSAFE1 1-877-597-2331	NATIONAL SUICIDE PREVENTION HOTLINE 988 1-800-273-8255
NATIONAL HUMAN TRAFFICKING HOTLINE 1-888-373-7888	DOMESTIC VIOLENCE NATIONAL HOTLINE 1-800-799-SAFE 1-877-799-7233



Emergency Contacts Poster

"Nothing can dim the light which shines from within."
-Maya Angelou

Light the Way Quote Poster

KINDNESS.
IT COSTS
NOTHING BUT
MEANS
EVERYTHING.

Light the Way Quote Poster



Homeland Security S.T.O.P.! Tipline Poster

KY SAFE SCHOOLS WEEK 2023 COLORING CONTEST



Light the Way Coloring Sheet

To view this resource, visit "Safe Schools Week Promotional Materials"



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

QUICK TIP:

Post these around school to increase awareness of KY Safe Schools Week. Black-and-white versions are also available for many posters.



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

KY SAFE SCHOOLS WEEK COLORING SHEET



QUICK TIP:

Use these sheets to emphasize the “Light the Way” campaign as you discuss KY Safe Schools Week. Another idea is to allow older elementary students to have a coloring contest.

To view this resource, visit “Safe Schools Week Promotional Materials”



kycss.org/safe-schools-week/safe-schools-week-promotional-materials/

KY SAFE SCHOOLS WEEK 2023 COLORING CONTEST

KY SAFE SCHOOLS WEEK · OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

I pledge to
“Light the Way”
by:

- ☒ Understanding that school safety starts with Me
- ☒ Preparing for emergencies
- ☒ Being a good digital citizen
- ☒ Showing kindness



VISIT US ONLINE:

www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS

**KENTUCKY CENTER
for SCHOOL SAFETY**

WEBSITE RESOURCES: “UNDERSTANDING THAT SCHOOL SAFETY STARTS WITH ME”

Resources... “Understanding that School Safety Starts with Me” Include:

- **Administrator Checklist**
- **S.T.O.P.! Tipline - Safe School Reporting Tool** – Kentucky Office of Homeland Security
- **Telling Vs. Tattling** – KCSS
- **Stopbullying.gov Website** – Stopbullying.gov
- **FBI Safe Online Surfing** – FBI
- **Cyberbullying Fact Sheet** – Cyberbullying Research Center
- **The Owning Up™ Lessons** – Owning Up
- **YouTube Animated Story of Spookley (A Helpful Pumpkin)** – YouTube
- **Conflict Resolution: Helping Others and Ourselves** – PBS Learning Media
- **The Ned Program Website** – The Ned Program
- **Terroristic Threatening Handout** – KCSS
- **Threats at School Handout** – KCSS
- **Calm, Cool, & Consistent: Keeping Civility in the Classroom** – NEA
- **Classroom Management Approaches to Support School Connectedness** – CDC
- **Green Dot** – Kentucky Association of Sexual Assault Programs, Inc. (KASAP)
- **Bystanders to Bullying** – StopBullying.gov
- **Becoming an Upstander to Bullying Just Got Easier!** – StopBullying.gov
- **Bystanders Are Essential to Bullying Prevention and Intervention** – StopBullying.gov
- **Bystander Video** – StopBullying.gov



KY CENTER FOR SCHOOL SAFETY

STEP 1

From: kycss.org/safe-schools-week
Click: Safe Schools Week Classroom Resources

Safe School Weeks Promotional Materials/Classroom Handouts

Safe Schools Week Highlights

Safe Schools Week Classroom Resources

STEP 2

Click: Understanding that School Safety Starts with Me



UNDERSTANDING THAT SCHOOL SAFETY STARTS WITH ME

ADMINISTRATOR CHECKLIST

- ☐ Emergency numbers are displayed
- ☐ Tip line is displayed
- ☐ All faculty and staff have been trained on EOP

S.T.O.P. TIPLINE - SAFE SCHOOL REPORTING TOOL

Emergency Office of Homeland Security - Use this tip line or call 1-800-333-8888 to report concerns of any kind, whether it be at home or at school. You may report anonymously, or choose to be contacted. This is a free service for all Kentuckians.

all Kentuckians

all Kentuckians

TELLING VS. TATTLING

When talking with your students use this handout. Everyone needs to know the difference between telling and tattling. Remove these in classrooms and place them on the wall to refer to every time and then, (KCSS Handout)

all Kentuckians

all Kentuckians

STOPBULLYING.GOV

This Stopbullying.gov site has resources for both kids and adults. Twelve animated videos and 15 tips on how kids deal with bullies at their school with discussions.

all Kentuckians

all Kentuckians



FIND THIS AND MORE AT:

kycss.org/safe-schools-week/safe-schools-week-resources-for-educators/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

WEBSITE RESOURCES: “PREPARING FOR EMERGENCIES”



Resources... “Preparing for Emergencies” Include:

- **Administrator Checklist**
- **Elementary School Lockdown Workbook – KCSS**
- **Classroom Response Kit – KCSS**
- **Meet the Helpers – PBS Learning Media**
- **KCSS Flipchart App – KCSS**
- **KCSS Lockdown Website Page – KCSS**
- **KCSS Emergency Guide Website Page – KCSS**
- **KCSS Other Useful Materials and Links – KCSS**
- **KCSS Emergency Management Resources and Links – KCSS**
- **KCSS Reunification Resources – KCSS**
- **Disaster Hero Activity – Common Sense Media**
- **Ready Kids Curriculum – Ready.gov/kids**
- **Ready Kids Disaster Dodgers Video – Ready.gov/kids**



FIND THIS AND MORE AT:
kycss.org/safe-schools-week/safe-schools-week-resources-for-educators/

STEP 1

From: kycss.org/safe-schools-week
Click: Safe Schools Week Classroom Resources

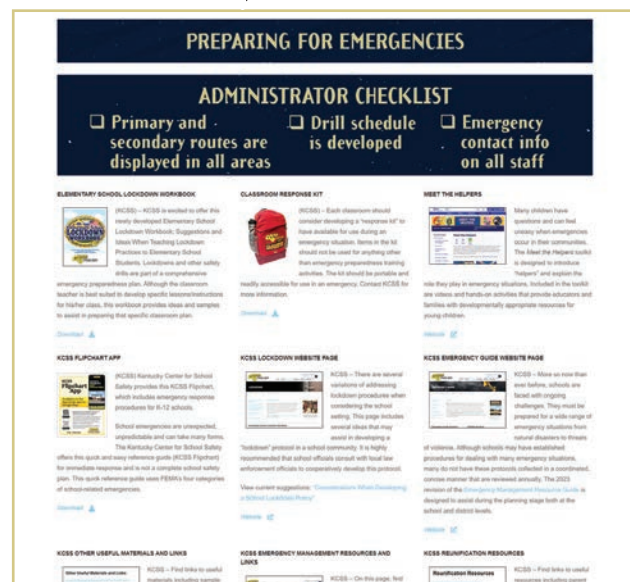
Safe School Weeks Promotional Materials/Classroom Handouts

Safe Schools Week Highlights

Safe Schools Week Classroom Resources

STEP 2

Click: Preparing for Emergencies



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

WEBSITE RESOURCES: "SHOWING KINDNESS"

Resources... "Showing Kindness" Include:

- Administrator Checklist
- KCSS Cyber Bullying Handouts – KCSS
- KCSS Bullying Handouts – KCSS
- Bullying Prevention Checklist – KCSS
- Culturally Responsive Teaching – Edutopia
- Caring as Classroom Practice – Social Studies and the Young Learner
- Compassion Activities-Common Sense Education Links – Common Sense Media
- Games That Teach Sharing – KET
- Books About Sharing – Common Sense Media
- 9 Tips for Teaching Kindness in the Classroom – PBS Learning Media
- Prevent Bullying and Show Kindness-Kindness Catcher – National Bullying Prevention Center
- KCSS SEL Website Page – KCSS
- "Kindness Counts" Bookmarks – KCSS
- Show Kindness Videos – The Foundation for a Better Life
- Cyber Bullying – Kindness – NetSmartz
- Internet Kindness Writing Prompts – KCSS
- Learn R.E.S.P.E.C.T. with the WonderGrove Kids! – WonderGrove Kids
- A Bad Case of Bullying: Using Literature Response Groups – Read Write Think
- Getting Along – KidsHealth in the Classroom
- Thinkfinity- High Interest Novels Teaching Respect – Read Write Think



STEP 1

From: kycss.org/safe-schools-week

Click: Safe Schools Week Classroom Resources

Safe School Weeks Promotional Materials/Classroom Handouts

Safe Schools Week Highlights

Safe Schools Week Classroom Resources

STEP 2

Click: Showing Kindness



FIND THIS AND MORE AT:

kycss.org/safe-schools-week/safe-schools-week-resources-for-educators/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for **SCHOOL SAFETY**

WEBSITE RESOURCES: “BEING A GOOD DIGITAL CITIZEN”

Resources... “Being a Good Digital Citizen”
Include:

- **Administrator Checklist**
- **Device Advice: Onboarding for School-Issued Devices** – Common Sense Media
- **Digital Well-Being: Middle School Lessons** – Common Sense Media
- **Digital Well-Being: High School Lessons** – Common Sense Media
- **Lesson Plans** - NetSmartz
- **Cyberbullying Research Center Information** – Cyberbullying Research Center
- **Internet Kindness Writing Prompts** – KCSS
- **TikTok Handout** – KCSS
- **Selfies and Self Esteem Handout** – KCSS
- **Sexting Handout** – KCSS
- **KCSS Cyber Bullying Handouts** – KCSS
- **Cyber Bullying - Kindness** – NetSmartz
- **FBI Safe Online Surfing** – FBI
- **StopBullying.gov Website** – StopBullying.gov
- **Cyberbullying Fact Sheet** – Cyberbullying Research Center
- **Lesson Plan for Elementary School Children** – Pacer
- **Olweus Bullying Prevention Program** – Olweus
- **Knowbullying Mobile App** – SAMHSA
- **Pacer Middle/High Videos** – Pacer
- **KCSS Cyber Bullying Website Page** – KCSS
- **KCSS Internet Safety Website Page** – KCSS
- **KCSS Social Networking Website Page** – KCSS
- **Thinkfinity- High Interest Novels Teaching Respect** – Read Write Think
- **Counselors & Media Specialists Bullying Book Discussion Guide** – Random House Inc.
- **A Frill A Minute – Video** – PBS Learning Media



KY CENTER FOR SCHOOL SAFETY

STEP 1

From: kycss.org/safe-schools-week
Click: Safe Schools Week Classroom Resources

Safe School Weeks Promotional Materials/Classroom Handouts

Safe Schools Week Highlights

Safe Schools Week Classroom Resources

STEP 2

Click: Being a Good Digital Citizen



BEING A GOOD DIGITAL CITIZEN

ADMINISTRATOR CHECKLIST

- ☐ Review transportation: pick up and drop off effectiveness
- ☐ Review supervision: active and effective
- ☐ Review front office gatekeeper scripts and visitor protocols

DEVICE ADVICE: ONBOARDING FOR SCHOOL-ISSUED DEVICES



Common Sense Media – Help students get ready for their first day of learning in the classroom. Whether it's their first school year or they're returning to school, it's always helpful to remind students about responsible tech use. From device care to protecting online learning and avoiding device distractions, these quick lessons will help you set up a positive culture for learning with tech in the classroom. Check out the Device Advice Pricing Guide for implementation tips, printable worksheets, and FAQs.

DIGITAL WELL-BEING: MIDDLE SCHOOL LESSONS



Common Sense Media – Research-based lessons to support students' social-emotional learning and digital well-being. Middle and high school students have a way of navigating the stress that young people have on a daily basis. But why is that the case? And more importantly, what can they do about it? Students just taking a break from their phones? Support students' digital well-being with this set of evidence-based lessons designed to help them build agency, reduce anxious thoughts, and increase well-being related to their tech habits. This collection was co-developed by Common Sense Education and the Center for Digital Thinking at Harvard Graduate School of Education.

DIGITAL WELL-BEING: HIGH SCHOOL LESSONS



Common Sense Media – Research-based lessons to support students' social-emotional learning and digital well-being. Middle and high school students have a way of navigating the stress that young people have on a daily basis. But why is that the case? And more importantly, what can they do about it? Students just taking a break from their phones? Support students' digital well-being with this set of evidence-based lessons designed to help them build agency, reduce anxious thoughts, and increase well-being related to their tech habits. This collection was co-developed by Common Sense Education and the Center for Digital Thinking at Harvard Graduate School of Education.



FIND THIS AND MORE AT:

kycss.org/safe-schools-week/safe-schools-week-resources-for-educators/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KENTUCKY SAFE SCHOOLS WEEK 2023 TOOLKIT

KCSS

**KENTUCKY CENTER
for SCHOOL SAFETY**

WEBSITE RESOURCES: “EMPOWERING/UNITY”

Resources... “Empowering/Unity” Include:

- **Administrator Checklist**
- **Trauma-Informed Toolkit – KDE**
- **Teacher’s Guide: Empathy (Grades 3 To 5) – KidsHealth in the Classroom**
- **Sources of Strength Program – Sources of Strength**
- **S.T.O.P.! Tipline - Safe School Reporting Tool – Kentucky Office of Homeland Security**
- **Trauma-Informed, Resilience-Oriented Schools Toolkit – National Center for School Safety**
- **Handle with Care Notification System – The Kentucky State Police**
- **Bark Monitoring Tool for Schools – Bark**
- **Telling Vs. Tattling Handout – KCSS**
- **Free Hotline: What You Can Do to Help End Bullying – National Suicide Prevention Lifeline**
- **KCSS SEL Website Page – KCSS**
- **Global Game Changers Student Empowerment Program – Global Game Changers**
- **Green Dot – Kentucky Association of Sexual Assault Programs, Inc. (KASAP)**
- **Bystanders to Bullying – StopBullying.gov**
- **Becoming an Upstander to Bullying Just Got Easier! – StopBullying.gov**
- **Bystanders Are Essential to Bullying Prevention and Intervention – StopBullying.gov**
- **Bystander Video – StopBullying.gov**



KY CENTER FOR SCHOOL SAFETY

STEP 1

From: kycss.org/safe-schools-week

Click: Safe Schools Week Classroom Resources

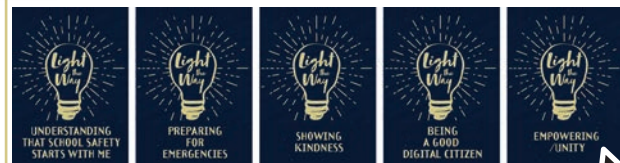
Safe School Weeks Promotional Materials/Classroom Handouts

Safe Schools Week Highlights

Safe Schools Week Classroom Resources

STEP 2

Click: Empowering/Unity



FIND THIS AND MORE AT:

kycss.org/safe-schools-week/safe-schools-week-resources-for-educators/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

WEBSITE RESOURCES: KCSS WEBSITE



KY CENTER FOR SCHOOL SAFETY

From: kycss.org/safe-schools-week

Click: Safe Schools Week
Classroom Resources

Scroll to the bottom of the page

Safe School Weeks Promotional Materials/Classroom Handouts

Safe Schools Week Highlights

Safe Schools Week Classroom Resources

KCSS Website Resources Include Pages On:

- Bullying
- Cyber Bullying
- Social Emotional Learning (SEL)
- School Violence
- Internet Safety
- Social Networking
- Resources
- Lockdown
- Emergency Guide

KY CENTER FOR SCHOOL SAFETY WEBSITE

KCSS BULLYING WEBSITE PAGE

KCSS – Bullying prevention strategies and resources. Bullying is a devastating form of abuse that can have long-term effects on it's victims, lowering their self-esteem, isolating them from others and even prompting health problems.

[Website](#) [🔗](#)

KCSS CYBER BULLYING WEBSITE PAGE

KCSS – Cyber bullying involves the use of information and technology such as e-mail, instant messaging, the publishing of defamatory personal web sites, and online personal polling web sites that are used to support conscious, willful, deliberate, repeated, and hostile behavior by one or more people with the intent to harm others. On-line harassment or threatening is Cyber bullying and it is on the rise.

[Website](#) [🔗](#)

KCSS SEL WEBSITE PAGE

KCSS – This page includes some resources that are available that will help help promote and incorporate empathy in your lessons as you make it an integral part of each school day. When others' feelings become important their safety and well-being will be a priority. Resources listed include lessons, activities, kits, handouts, PowerPoints, videos and more.

[Website](#) [🔗](#)

KCSS SCHOOL VIOLENCE WEBSITE PAGE

KCSS – School violence can be prevented. Research shows that prevention efforts – by teachers, administrators, parents, community members, and even students – can reduce violence and improve the overall school environment. No one factor in isolation causes school violence, so stopping school violence involves using multiple prevention strategies that address the many individual, relationship, community, and societal factors that influence the likelihood of violence.

Prevention efforts should ultimately reduce risk factors and promote protective factors at these multiple levels of influence. (Center for Disease Control and Prevention)

[Website](#) [🔗](#)

KCSS INTERNET SAFETY WEBSITE PAGE

KCSS – The Internet is a wonderful tool which puts the world and all its information at our fingertips. Much of this information has been available for a long time through public library access or other means. Indeed, many of these sites have been in operation for a number of years.

However, this ease of access is paving the way for massive growth in Internet-based crime such as identity theft and predators. Most of these sites also provide an opt-out feature for you to remove or manage what information is available, though it may take some clicking around to locate it.

[Website](#) [🔗](#)

KCSS SOCIAL NETWORKING WEBSITE PAGE

KCSS – Social networking has become the "get to know your friends" means of communication for the majority of teen students today. Because of the anonymity of this global resource, areas of concern reach a higher level of danger. As students share their life through this open to the world means of communication the chances of problems escalate. Not only is there a freedom of expression but it seems it is a new avenue to push acceptance or non-acceptance to a realm that is really inconceivable with extreme consequences. Below are resources to help educate and prepare students in this ever-evolving area of communication.

[Website](#) [🔗](#)

KCSS RESOURCES WEBSITE PAGE

KCSS – The KCSS Resource Center locates and evaluates information regarding school safety practices from KCSS research, national databases, the Internet, education journals and other resources to keep the KCSS and the citizens of Kentucky on top of current information and trends.

Various handouts, reports and links are provided assisting interested school personnel, law enforcement officers and school safety conscious community members.

[Website](#) [🔗](#)

KCSS LOCKDOWN WEBSITE PAGE

KCSS – There are several variations of addressing lockdown procedures when considering the school setting. This page includes several ideas that may assist in developing a "lockdown" protocol in a school community. It is highly recommended that school officials consult with local law enforcement officials to cooperatively develop this protocol.

View current suggestions: "Considerations When Developing a School Lockdown Policy"

[Website](#) [🔗](#)

KCSS EMERGENCY GUIDE WEBSITE PAGE

KCSS – More so now than ever before, schools are faced with ongoing challenges. They must be prepared for a wide range of emergency situations from natural disasters to threats of violence. Although schools may have established procedures for dealing with many emergency situations, many do not have these protocols collected in a coordinated, concise manner that are reviewed annually. The 2023 revision of the *Emergency Management Resource Guide* is designed to assist during the planning stage both at the school and district levels.

[Website](#) [🔗](#)



FIND THIS AND MORE AT:

kycss.org/safe-schools-week/safe-schools-week-resources-for-educators/



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

PROMOTING KY SAFE SCHOOLS WEEK IN YOUR SCHOOL

When promoting Kentucky Safe Schools Week in your school, here are a few things to consider:

- Every school is unique, and therefore the campaign should be adjusted to fit individual needs.
- Using the theme “Light the Way” incorporates the needed safety precautions for our students.
- Try to involve all students in the campaign. Everyone is needed to help make the school a safe place.

Various school districts across Kentucky have great ideas about how they plan on promoting KY Safe Schools Week this year. Here are just a few of the many ideas:

- Some schools use the **Daily School Announcements** on the PA system or Closed Circuit TV.
- Some have a spirit day where everybody can participate and “Light the Way” and they **wear the school’s logo or ball team shirts**. Schools also print stickers for students to wear or attach to their notebooks. Have students **take the pledge before school or at lunch**. Also, students could **wear a theme color** to emphasize school safety. Don’t forget to send us a picture and we will put it on the website.
- A school could focus on a different part of the “Light the Way” Pledge... “Understanding that School Safety Starts with Me,” “Preparing for Emergencies,” “Showing Kindness,” “Being a Good Digital

Citizen,” and “Empowering/Unity” each day during SSW lunch and have **handouts and resources with posters and bookmarks** available for the students. A club or the SRO could man the display table, just an idea...also a computer for the students to **take the pledge** could be available at this time.

- Some schools have a service club that **paints a large banner** to go up in the lobby of the school along with other activities throughout the week.
- Some of the media specialists **have the bookmarks available** for students in the library during SSW week and devote the computers before and after school for students to take the online pledge.
- Others **post the pledges in the halls and on the walls** along with some of the handouts about bully prevention, cyber bullying, sexting, conflict/bullying, telling/tattling as reminders to the students during this week.
- TRTs and computer teachers **use the cyber bullying and digital citizenship resources** during SSW and talk about self-control and self-esteem online. They use STLP students to **teach some of the younger students** about acceptable use of technology and helping them take the pledge.

VISIT:

kycss.org/safe-schools-week



VISIT US ONLINE:

www.kycss.org/safe-schools-week

Handouts, Videos, News, Resources and More...

Covering a Wide Range of School Safety Topics

KCSS

**KENTUCKY CENTER
for SCHOOL SAFETY**

TIPS ON USING KY SAFE SCHOOLS WEEK HANDOUTS

Here are some tips on using any of the KY Safe Schools Week Handouts to help you get the word out about your campaign:

- Have the handouts **displayed in your offices for parents** and others to see and pick up or read online
- **Post handouts on school websites, social media feeds or in virtual classrooms** sharing with parents, teachers and community
- Parents can **share handouts with their children in a one-on-one talk about school safety**, and discuss how they can be part of this year's theme "Light the Way"
- Put information from the handouts into your **school newsletter, classroom packets or website** (you can break up the information over the course of several editions)
- Students can use the information from handouts to **write an article about keeping schools safe** in their school newspaper
- Use elements from the handouts for **planning lessons** (this information can be adapted for different age groups)
- Counselors: Use the handouts in **one-on-one talks with parents and students** about safety issues either in-person or virtual visit
- Remember to **share photos that align with "Light the Way"** of students and staff holding coloring sheets or standing in front of a bulletin board. Don't forget to **send us any respect or kindness pictures** you may have. #LighttheWay
- **Check out our social media pages:**
facebook.com/KYSCHOOLSAFETY
twitter.com/KCSSnews



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KENTUCKY SAFE SCHOOLS WEEK 2023 TOOLKIT

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

KCSS FLIPCHART APP

Available on the App Store
and Google Play!



Download on the
App Store



GET IT ON
Google Play

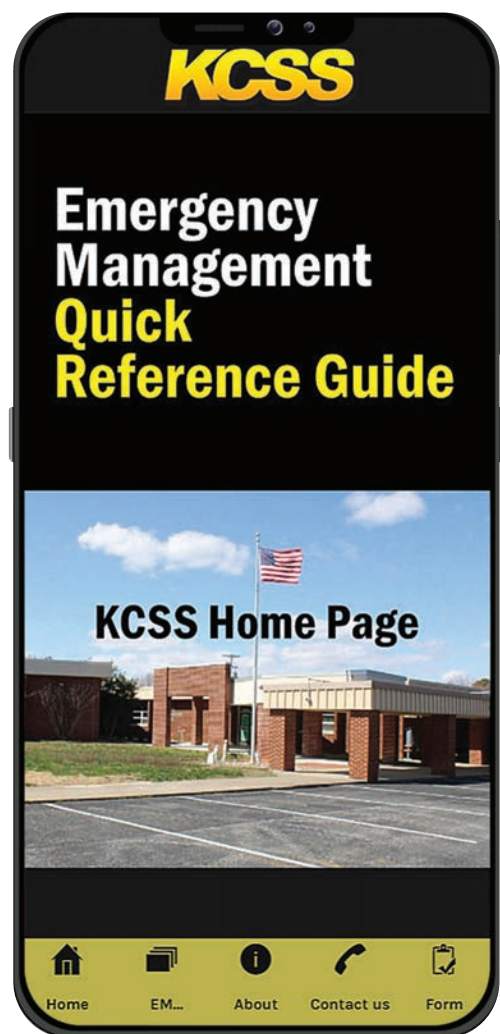
Kentucky Center for School Safety provides this KCSS Flipchart, which includes emergency response procedures for K-12 schools.

School emergencies are unexpected, unpredictable and can take many forms. The Kentucky Center for School Safety offers this quick and easy reference guide (KCSS Flipchart) for immediate response and is not a complete school safety plan. This quick reference guide uses FEMA's four categories of school related emergencies.

This resource includes an alphabetical list of emergency response protocols and subsections for easy access to information when needed.



KY CENTER FOR SCHOOL SAFETY



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

MORE KCSS WEB PAGES



Below are some of the many pages with resources located at www.kycss.org:

Bullying	www.kycss.org/school-safety-issues/bullying
Bus Safety	www.kycss.org/resources-and-responders/bus-safety
Cyber Bullying	www.kycss.org/school-safety-issues/cyber-bullying
Drug Abuse	www.kycss.org/school-safety-issues/drug-abuse
Emergency Procedures	www.kycss.org/emergency-procedures
Gangs	www.kycss.org/school-safety-issues/gangs
Handouts	www.kycss.org/handouts
Health	www.kycss.org/resources-and-responders/health
Hotlines	www.kycss.org/hotlines
Internet Safety	www.kycss.org/school-safety-issues/internet-safety
New! Resources by Role	www.kycss.org/resources-by-role
School Resource Officers	www.kycss.org/resources-and-responders/school-resource-officers
School Violence	www.kycss.org/school-safety-issues/school-violence
SEL	www.kycss.org/school-safety-issues/sel
Sexting	www.kycss.org/school-safety-issues/sexting
Social Networking	www.kycss.org/school-safety-issues/social-networking
Suicide Prevention	www.kycss.org/school-safety-issues/suicide



VISIT US ONLINE:
www.kycss.org/safe-schools-week
 Handouts, Videos, News, Resources and More...
 Covering a Wide Range of School Safety Topics



LOOK INSIDE

Inside this Toolkit,
you will find:

- Posters
- Media Releases
- Bookmarks
- Proclamation
- Online Resources
- And more

Light the Way: This week aims to "Light the Way." Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

KY SAFE SCHOOLS WEEK - OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

I pledge to "Light the Way" by:

- Understanding that school safety starts with Me
- Preparing for emergencies
- Being a good digital citizen
- Showing kindness

VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS KENTUCKY CENTER for SCHOOL SAFETY

KY SAFE SCHOOLS WEEK - OCTOBER 15-21, 2023



KY CENTER FOR SCHOOL SAFETY

TAKE THE "LIGHT THE WAY" PLEDGE:

I pledge to "Light the Way" by:

- Understanding that school safety starts with Me
- Preparing for emergencies
- Being a good digital citizen
- Showing kindness

Take the online pledge at:
kycss.org/safe-schools-week/light-the-way-pledge

Print your online pledge certificate to confirm that you took the pledge

Encourage others including fellow teachers, students, parents and community members to take the online pledge

Spread the word!

VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS KENTUCKY CENTER for SCHOOL SAFETY

FOR IMMEDIATE RELEASE

DATE: _____
Contact: _____
Phone: _____
Email: _____

_____ of the _____

Kentucky Safe Schools Week: "Light the Way" Schools can promote and enhance school safety through targeted activities and discussions. The goal is to raise awareness about various aspects of school safety and empower students, teachers, parents, and the community to take proactive measures to create a safe learning environment.

Join us and participate in this year's campaign, "Light the Way" in your school, home and community. Take the online "Light the Way" pledge.

I pledge to "Light the Way" by:

- Understanding that school safety starts with Me
- Preparing for emergencies
- Being a good digital citizen
- Showing kindness

www.kentuckyschoolsafety.org/safe-schools-week/light-the-way-pledge

Proclamation

To All Whom These Presents Shall Come:

WHEREAS, schools make substantial contributions to the future of America and to the development of our nation's young people as knowledgeable, responsible, and productive citizens; and

dependent on safe, secure, and peaceful school

many students, teachers, and school staff are in jeopardy from crime and violence, such as substance abuse, fire, vandalism, and absenteeism in our

in education, law enforcement, government, collaborate with each other to focus public and identify, develop, and promote answers to

safe Schools Week will substantially promote in schools with positive and safe learning

schools October 15-21, 2023 as "SAFE SCHOOLS WEEK"

professional associations, students and educators in as and proclamations so that we may

safe, secure, and peaceful places for learning, life, and fun.

Our Lord Two Thousand and Twenty-Three.

County Judge Executive _____

Mayor, City of _____, Kentucky

Safe Schools Week Classroom Resources

"Light the Way" Pledge and Map

www.kycss.org/safe-schools-week/light-the-way-pledge

www.kycss.org/safe-schools-week/light-the-way-map

Follow KCSS on
Social Media:
twitter.com/KCSSnews

Like KCSS on
Social Media:
facebook.com/KYSCHOOLSAFETY

Find KY Safe Schools
Week Photos on:
kycss.org/safe-schools-week



VISIT US ONLINE:
www.kycss.org/safe-schools-week
Handouts, Videos, News, Resources and More...
Covering a Wide Range of School Safety Topics

KCSS
KENTUCKY CENTER
for SCHOOL SAFETY

KENTUCKY SAFE SCHOOLS WEEK 2023 TOOLKIT