

School Safety Audit



Brackett Independent School District



400 North Ann Street
Brackett, TX, 78832
830-563-2491

Audit Date

Tuesday, February 6, 2007

Administration

Paula Renken, Superintendent of Schools

Frank Taylor, High School Principal

Jr. High School Principal

Alma Gutierrez, Jones Elementary Principal

School Safety Audit Team

Lucien Robert Costley

Kevin Gear

Information about School Safety Audits

Purpose

The purpose of conducting a School Safety Audit is to evaluate the security and safety level of the school in accordance with Senate Bill 11, Section 37.108. Other requirements under Senate Bill 11, Section 37.108 include presenting the results of the School Safety Audit to the school district's board of trustees, adoption and implementation of a multi-hazard Emergency Operations Plan for use in schools and school districts, as well as conducting a security audit at least once every three years.

Reasons for why a school would conduct a School Safety Audit

- To maintain compliance with Senate Bill 11,
- To ensure the highest level of safety for our students, faculty, and staff,
- To evaluate the preparedness of our crisis management plan,
- To assist in the improvement of the school's Emergency Operations Plan,
- To increase safety awareness for faculty, staff, and students,
- To facilitate planned life saving responses in the event of a crisis.

Value of the School Safety Audit

A School Safety Audit can be used to prepare administration, staff, and students with a plan of action in the event of a crisis. The audit can also evaluate efficient communication and alternate communication that should be available between administration, staff, and emergency management authorities. Furthermore, the audit assists school administrators in planning how to resume normal school operations upon the conclusion of a crisis situation.

The School Safety Audit is a tool for use by schools and school districts to evaluate emergency management readiness. The intent of this tool is to further prepare schools in addressing crisis and to educate school personnel with planned emergency readiness tactics for minimizing the impact of unplanned and often catastrophic events.

School Safety Audit Summary

Brackett I.S.D.

Summary Page	Number of items	Percentile Rank
1) Grounds and Building Exterior	26	82%
2) Buses and Parking	16	59%
3) Play/Outdoor Recreation Areas	6	88%
4) Building Access	15	78%
5) Visitor Procedures	8	75%
6) Deliveries	4	100%
7) Building Interior	38	85%
8) Cafeteria	9	75%
9) Gymnasium Area	9	75%
10) Science Labs	27	85%
11) Shops and Special Use Rooms	9	94%
12) Monitoring and Surveillance	32	75%
13) Communications and Information	22	88%
14) Emergency Operations Plan	40	79%
15) School Climate and Culture	33	92%

Overall Summary Rating

81%

School Safety Audit - Grounds & Exterior

Brackett Independent School District

Percentile Rating:		82%	
School Safety/Security Item	Score	Percent	Description
1) The school has a marquee (or some other sign) visible from the road clearly indicating the school's name	4	100%	Very True
2) Grounds are fenced in appropriate areas. Fencing does not enclose the elementary play ground.	3	75%	Mostly True
3) Grounds are visually separate from adjacent properties.	4	100%	Very True
4) Gates, if present are secured when they are not in use. Gates to the satellite dishes, exterior freezers by the cafeteria, and the Baby Gym storage area were not secured.	2	50%	Somewhat True
5) The perimeter of the school building is clear of debris, obstructions, and safety hazards.	4	100%	Very True
6) Mechanical, electrical and other equipment on the ground is surrounded by a protective enclosure. The gas main by the elementary was not protected.	2	50%	Somewhat True
7) Shrubs and foliage are trimmed to allow for good line of sight	4	100%	Very True
8) Shrubs and foliage are trimmed to prevent people from hiding behind them.	4	100%	Very True
9) The exterior of the building is free of graffiti. Some graffiti was found behind cafeteria by the exterior freezers.	2	50%	Somewhat True
10) Graffiti is promptly removed after discovery.	3	75%	Mostly True
11) Ground floor windows have functional locks and unbroken panes. Damaged windows were found at the Library exit, book room exterior, and home economics room.	3	75%	Mostly True
12) There are anti-intruder alarms.	4	100%	Very True
13) Signs are posted to indicate any restricted areas. There were no, "Danger" or "High Voltage" signs posted at any of the electric panels located on the grounds.	1	25%	Not True
14) Access to the roof is restricted (no climbable plantings or architecture).	4	100%	Very True
15) All trailers/outbuildings are secured to their location and labeled.	4	100%	Very True
16) Areas surrounding trailers/outbuildings are adequately lit.	4	100%	Very True
17) The grounds are free of rocks and other possible projectiles	4	100%	Very True
18) Paved pathways are positioned to provide the shortest walk between the two points they connect.	4	100%	Very True
19) There are subtle barriers between paved pathways and adjacent soft grass, flower beds, or dirt areas.	3	75%	Mostly True
20) Recesses at entry ways inaccessible when school is closed.	4	100%	Very True
21) Double exterior doors have a sturdy center mullion.	4	100%	Very True
22) All exterior doors have non-removable hinge pins	4	100%	Very True
23) Exterior doors, except entry doors, lack exterior hardware.	3	75%	Mostly True
24) All exterior doors are numbered on the outside. No numbering system found.	1	25%	Not True
25) Outside numbers are large enough to be visible from the street.	2	50%	Somewhat True
26) Windows have hardware in working condition.	4	100%	Very True

School Safety Audit - Buses & Parking

Brackett Independent School District

Percentile Rating:

59%

School Safety/Security Item	Score	Percent	Description
1) The bus loading zone is visible from the main office. The loading area is in rear of school; however staff is present during student drop off and pick up.	1	25%	Not True
2) There are provisions in place to prevent the line of buses from creating a visual obstacle where crime may occur.	4	100%	Very True
3) Bus traffic is separated from other vehicular traffic at entrance, exit, and pickup points	4	100%	Very True
4) Bus loading and drop off zones are clearly marked.	1	25%	Not True
5) Parent drop off and pick up areas are clearly marked.	1	25%	Not True
6) Parking lots are uniformly and adequately lit. There is some lighting present from nearby streetlights and buildings.	2	50%	Somewhat True
7) Parking lot access points have gates. The only gated parking is located in the rear of the complex.	1	25%	Not True
8) Parking lots are bordered by a wall, chain link fence, or some physical barrier.	4	100%	Very True
9) Parking lot has signs to direct staff, students and visitors to designated parking areas. Very few signs are present to direct traffic.	2	50%	Somewhat True
10) Overnight parking is not allowed.	1	25%	Not True
11) Parking lot is overlooked by windows	4	100%	Very True
12) Bicycle parking is overlooked by windows.	4	100%	Very True
13) Staff members (and students, if applicable) are required to obtain parking decals or some other form of identification to authorize parking on school property. No decals present.	1	25%	Not True
14) The identities of school bus drivers are verified before they enter school grounds.	3	75%	Mostly True
15) School buses and other transportation vehicles are adequately secured when not in use (fencing, signs, video cameras, etc.) Keys were found in two unlocked buses, one behind the school, and one in the bus barn parking area.	1	25%	Not True
16) School buses are visually inspected by transportation personnel prior to use.	4	100%	Very True

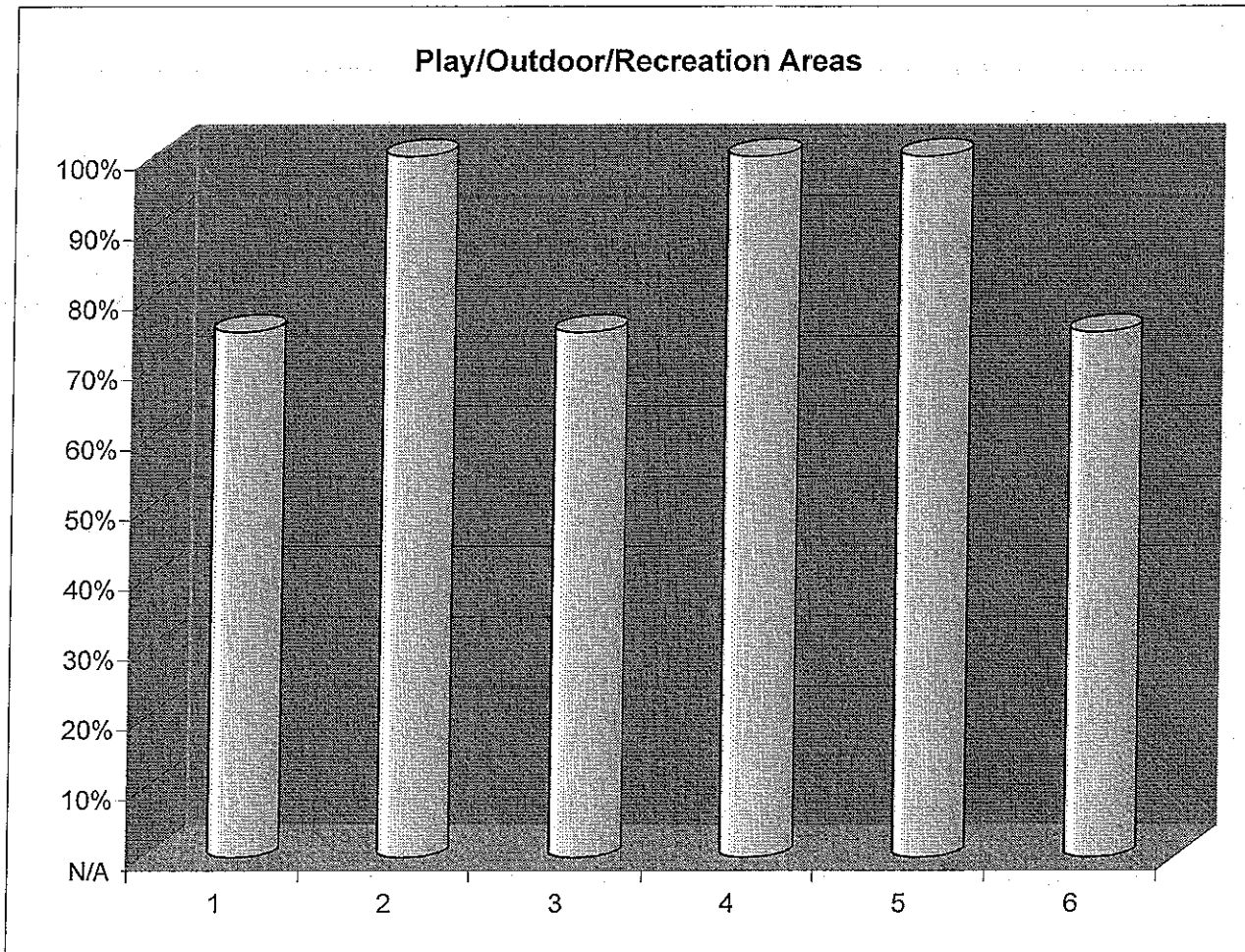
School Safety Audit - Play/Outdoor/Recreation Areas

Brackett Independent School District

Percentile Rating:

88%

School Safety/Security Item	Score	Percent	Description
1) Play and recreation areas are protected with fencing Elementary playground lacks complete fencing; vehicles can enter.	3	75%	Mostly True
2) Play areas and equipment comply with Consumer Product Safety Commission (CPSC) guidelines.	4	100%	Very True
3) Vehicular access is restricted around play areas.	3	75%	Mostly True
4) Emergency vehicles can access recreation areas easily.	4	100%	Very True
5) Bleachers are well maintained (painted with no signs of rust).	4	100%	Very True
6) The risers between bleacher seats are protected to prevent entrapment and children from falling through. The football stadium bleachers are well protected. The baseball field bleachers lack fencing or grating on the sides to prevent small children from falling off.	3	75%	Mostly True



School Safety Audit - Building Access

Brackett Independent School District

Percentile Rating:

78%

School Safety/Security Item	Score	Percent	Description
1) There is a policy, system of ensuring secure entry and exit	4	100%	Very True
2) There is a single point of entry/exit to each building. All entrance doors to buildings were found unlocked except those to the Baby Gym.	1	25%	Not True
3) The designated points of entry are monitored to control building access.	2	50%	Somewhat True
4) Exterior access to the auditorium, where available, is controlled and monitored.	4	100%	Very True
5) School staff is present to monitor all entrances and exits during arrival and departure of students.	4	100%	Very True
6) Signs are posted listing items not allowed inside the school. (e.g. drug-free, weapon-free, smoke-free).	4	100%	Very True
7) Written permission is needed to remove students from grounds (by custodial and non-custodial parents, friends, and relatives).	4	100%	Very True
8) Students must have written permission to leave grounds.	4	100%	Very True
9) There are written procedures to guide access to the building by staff during, before, and after school hours.	4	100%	Very True
10) Staff members present in the building after school hours are required to sign in and out. Staff sign in and out using the security system.	4	100%	Very True
11) There is a master key control system to monitor keys, entry cards, and their duplicates.	4	100%	Very True
12) Keys and entry cards are audited annually.	4	100%	Very True
13) All staff members are required to wear photo ID badges. Staff wear name badges.	2	50%	Somewhat True
14) Staff members are required to turn in photo ID badges upon termination of employment.	1	25%	Not True
15) Students are required to wear photo ID badges.	1	25%	Not True

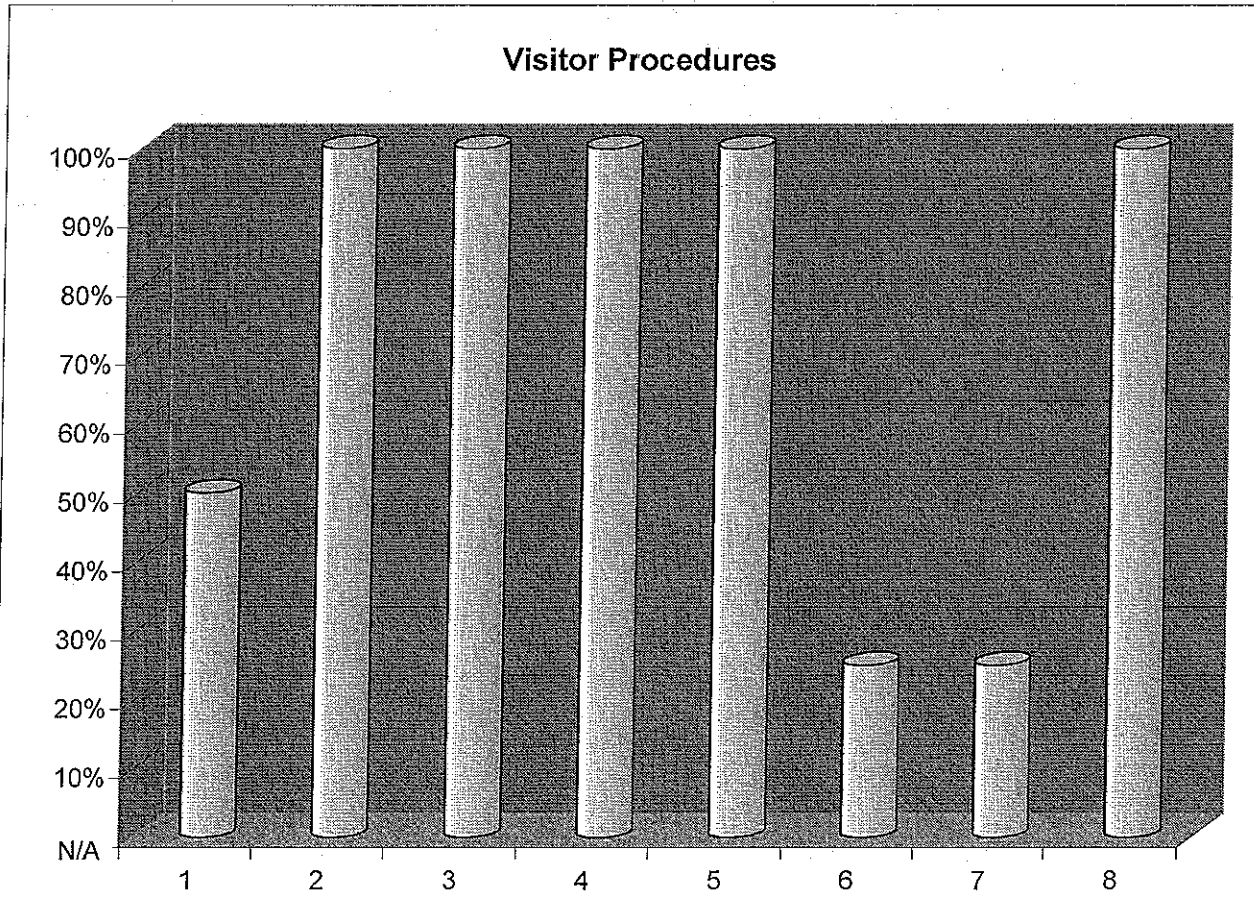
School Safety Audit - Visitor Procedures

Brackett Independent School District

Percentile Rating:

75%

School Safety/Security Item	Score	Percent	Description
1) Visitor policy/procedure signs are posted at all entrance doors. Most of the entrance doors have visitor signs posted.	2	50%	Somewhat True
2) Visitors are required to sign in.	4	100%	Very True
3) Visitors are required to wear visible, dated, identification. Many teachers questioned Audit Team while conducting audit. Good Job!	4	100%	Very True
4) Contractors and vendors are required to sign in	4	100%	Very True
5) Contractors and vendors are required to wear visible, dated identification.	4	100%	Very True
6) Sign-in stations/desks are identified and staffed. Sign-in stations near unlocked exterior doors were found unstaffed during the school day with visitor passes available to anyone who might enter the doorway.	1	25%	Not True
7) The supply of visitor ID badges is located out of reach of visitors. Visitor ID badges were available to passers by at several entrances.	1	25%	Not True
8) Visitors are escorted, whenever possible, within the school	4	100%	Very True



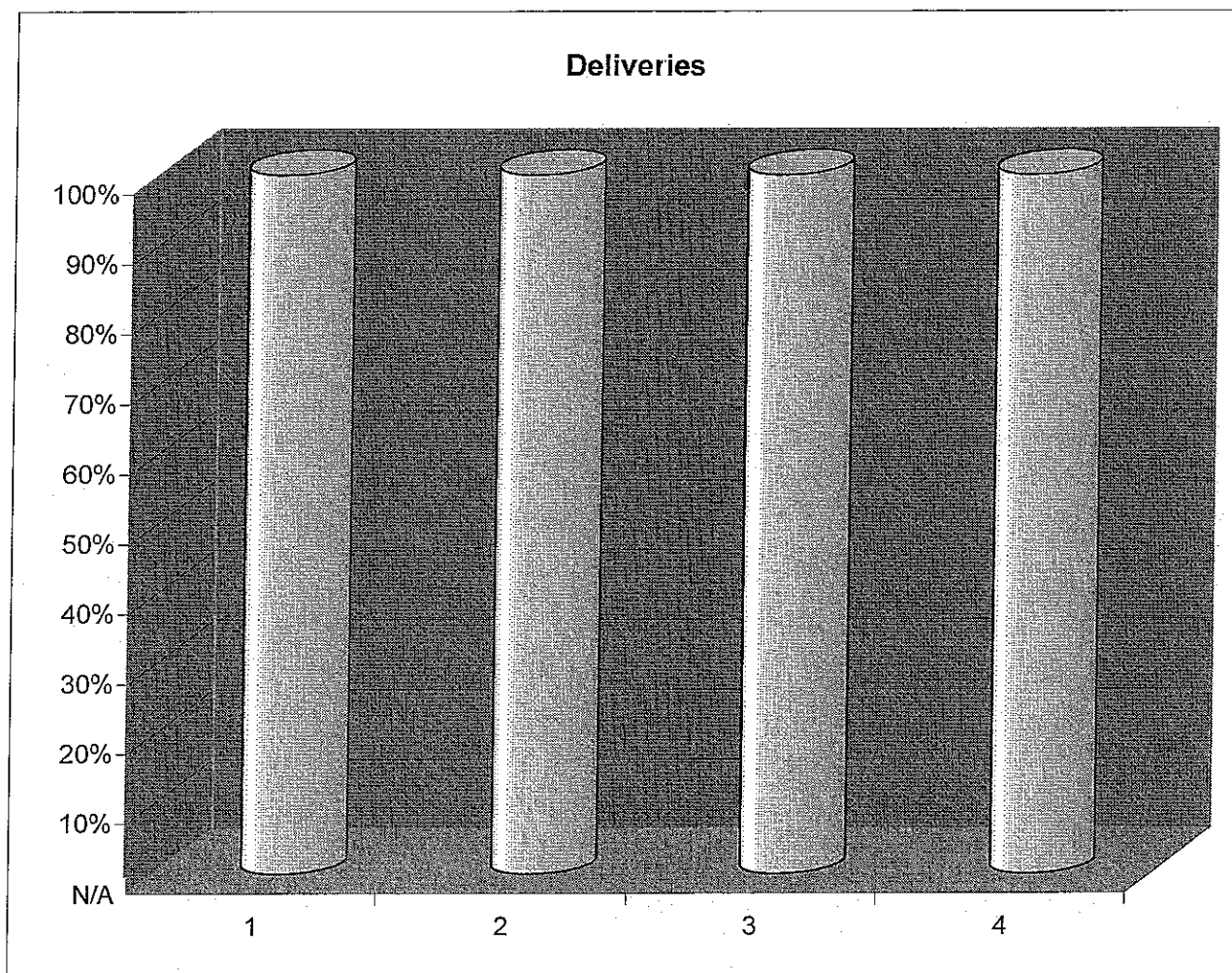
School Safety Audit - Deliveries

Brackett Independent School District

Percentile Rating:

100%

School Safety/Security Item	Score	Percent	Description
1) All deliveries are accepted only at designated receiving areas	4	100%	Very True
2) Deliveries are documented by having drivers sign a delivery log	4	100%	Very True
3) Deliveries of science lab equipment are scheduled and verified.	4	100%	Very True
4) There is a system for inspecting and approving items delivered to the building.	4	100%	Very True



School Safety Audit - Building Interior

Brackett Independent School District

Percentile Rating:

85%

School Safety/Security Item	Score	Percent	Description
1) The main entrance is observable from the main office.	4	100%	Very True
2) Exterior doors are numbered on the inside. Exterior door numbering was not consistent from building to building.	3	75%	Mostly True
3) The inside numbers on exterior doors are a maximum of three feet above the floor. No numbering was found.	1	25%	Not True
4) Stairwells are uniformly and adequately lit	0		N/A
5) Hallways are uniformly and adequately lit	4	100%	Very True
6) Hallways are free of graffiti	3	75%	Mostly True
7) Restrooms are uniformly and adequately lit	4	100%	Very True
8) Restroom walls and stalls are free of graffiti	4	100%	Very True
9) The main entrances to the restrooms have hardware that prevents locking from inside.	4	100%	Very True
10) There are no lay-in ceilings in the restrooms. All restrooms have lay in ceilings except those at the new high school.	1	25%	Not True
11) Locked doors are in good condition.	4	100%	Very True
12) Classroom doors can be locked from the inside. Some classroom doors lock from both sides.	2	50%	Somewhat True
13) Classrooms have curtains and/or window shades.	4	100%	Very True
14) Classrooms are locked when not in use. Most classrooms that were not in use were found unlocked.	2	50%	Somewhat True
15) Locker rooms are locked when not in use.	4	100%	Very True
16) Gyms are locked when not in use.	4	100%	Very True
17) Auditoriums are locked when not in use. Exterior doors to the auditorium were locked; however, interior doors were not secured.	4	100%	Very True
18) Cafeterias are locked when not in use.	4	100%	Very True
19) Labs and shops are locked when not in use.	3	75%	Mostly True
20) Hazardous materials storage areas are locked when not in use. One custodial closet was found unsecured.	4	100%	Very True
21) Common areas are uniformly and adequately lit.	4	100%	Very True
22) Electrical panel access doors are kept locked and have controlled access. Approximately 75% of the electrical panel boxes were found unsecured.	2	50%	Somewhat True
23) Doors opening into interior areas like courtyards during non-classroom hours are kept locked and have controlled access	4	100%	Very True
24) Boiler rooms and mechanical rooms containing HVAC equipment are kept locked and have controlled access. The high school basement door was found unsecured.	3	75%	Mostly True
25) Air vents are kept locked and have controlled access.	4	100%	Very True
26) Handrails are appropriately placed and in good condition.	4	100%	Very True
27) Exit signs are lit, clearly visible, & point in the correct direction The High School auditorium has exits in front of the auditorium on both sides, these exits were not marked.	3	75%	Mostly True
28) Unused areas of the school can be closed off when not in use after school hours.	4	100%	Very True
29) If lockers are available to students, are locker bays well lit?	4	100%	Very True

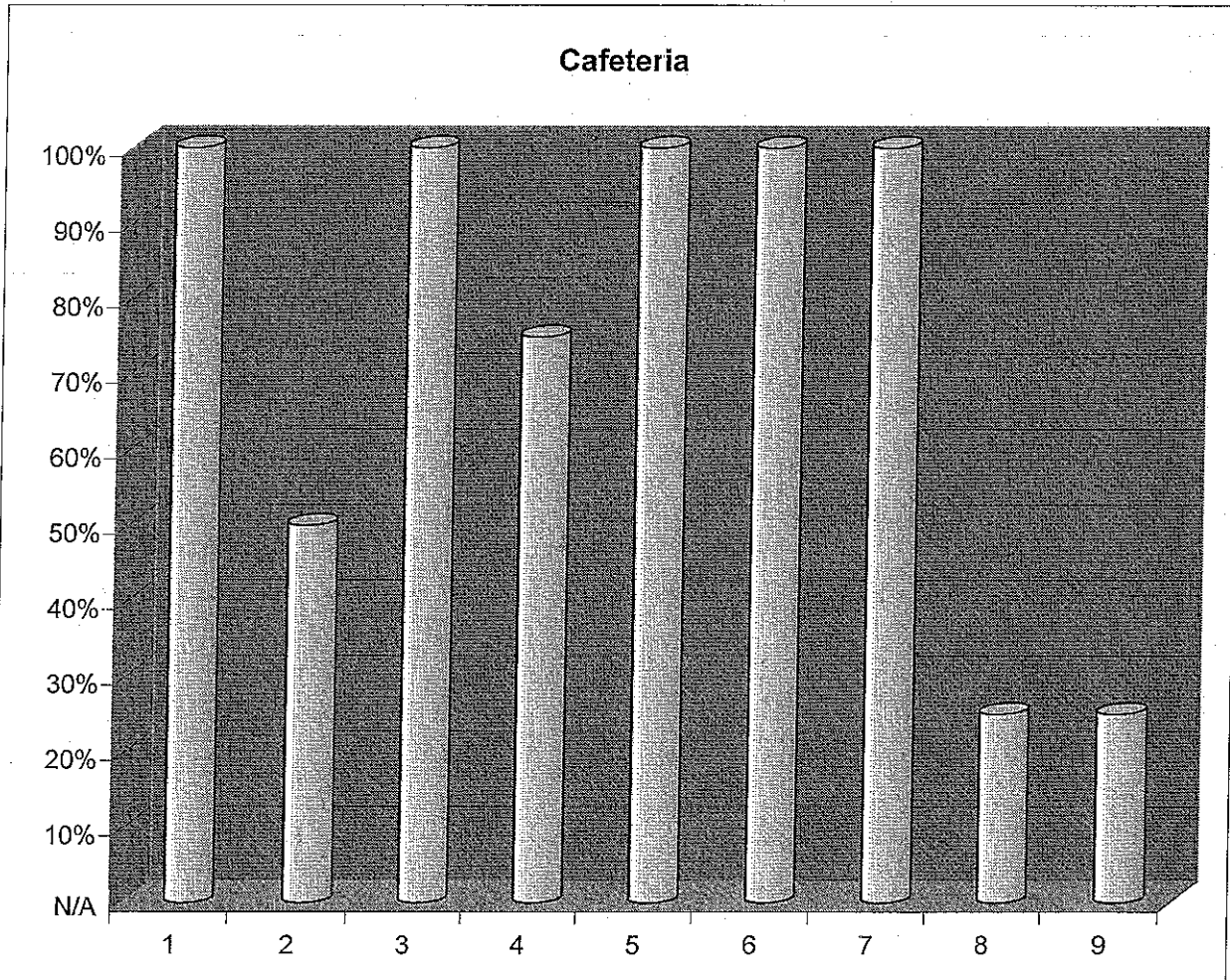
30)	Hallways leading to exit doors are free of obstructions. The library exit had sheetrock and building material debris blocking the exit. The weight room has a work-out station blocking one of the exits and the gym had a basketball ring lift blocking an exit.	2	50% Somewhat True
31)	Emergency lighting is properly installed and functioning.	4	100% Very True
32)	All interior glass (doors, windows, etc.) is properly installed and repaired. The library exit door window and the weight room mirror have broken glass.	1	25% Not True
33)	Floor coverings are properly installed and in good repair (no loose tiles, shredded carpet, etc.).	4	100% Very True
34)	Chemicals, poisons, & flammable materials are stored properly.	4	100% Very True
35)	There is adequate access to fire extinguishers.	4	100% Very True
36)	There is adequate access to first aid supplies.	4	100% Very True
37)	Staff is aware of CPR-certified personnel and students.	4	100% Very True
38)	Valuable items are secured (i.e., computers, video cameras).	4	100% Very True

School Safety Audit - Cafeteria

Brackett Independent School District

Percentile Rating: **75%**

School Safety/Security Item	Score	Percent	Description
1) The cafeteria is uniformly and adequately lit.	4	100%	Very True
2) A sprinkler is located over the storage area and stoves. Not present at the storage area.	2	50%	Somewhat True
3) The sprinkler has a manual on/off switch. Staff did not know its location or how to operate the sprinkler.	4	100%	Very True
4) The freezer/cooler doors can be opened from the inside. Lock mechanisms were not functional.	3	75%	Mostly True
5) Fire extinguisher is present in kitchen, storage, and serving areas.	4	100%	Very True
6) Staff know the location of electrical/gas/water shut-offs.	4	100%	Very True
7) Cafeteria locked and secured when not in use.	4	100%	Very True
8) Receiving area doors locked when not in use. Receiving area doors were found unlocked.	1	25%	Not True
9) Receiving area has a window, peep hole, or intercom system to identify delivery personnel. Not present.	1	25%	Not True



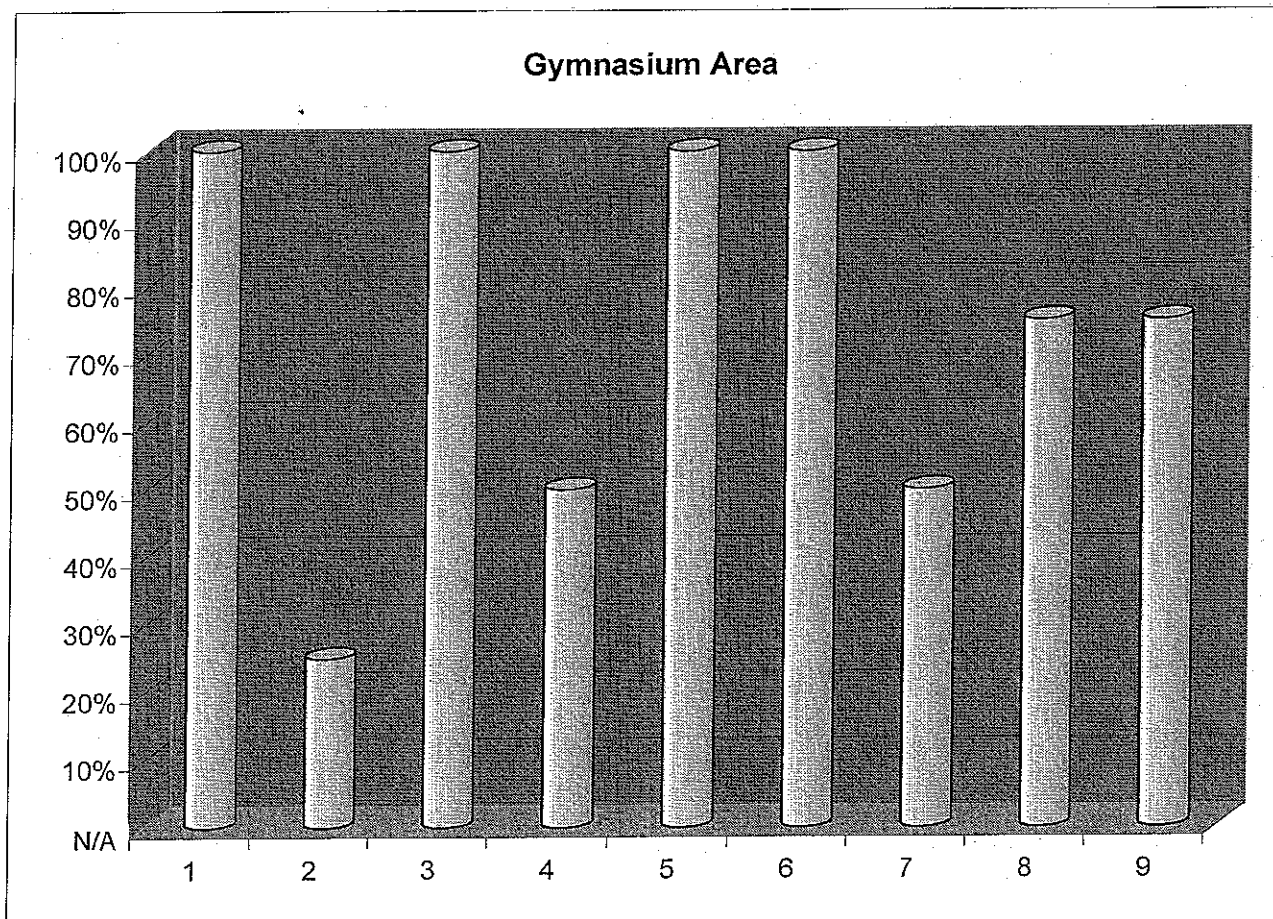
School Safety Audit - Gymnasium Area

Brackett Independent School District

Percentile Rating:

75%

School Safety/Security Item	Score	Percent	Description
1) Lighting fixtures and windows are protected in play/gym areas.	4	100%	Very True
2) Steroid Law Notice is posted in a conspicuous location in each building where a physical education class takes place (7th grade and up) None were posted.	1	25%	Not True
3) Locker rooms are secured when not in use.	4	100%	Very True
4) Exits are marked, clear of obstructions, and exit signs are operable. A mechanical hoop in the gym and weight room equipment in the weight room block two exits.	2	50%	Somewhat True
5) Floor and play areas are free of debris and obstructions.	4	100%	Very True
6) Fire evacuation routes and emergency procedures posted.	4	100%	Very True
7) Fire extinguishers present and secured appropriately Weight room fire extinguisher was undercharged and expired.	2	50%	Somewhat True
8) Windows protected or constructed of shatterproof materials. A window in one of the Baby Gym exit doors is broken.	3	75%	Mostly True
9) There is adequate lighting available The weight room does not have adequate lighting.	3	75%	Mostly True



School Safety Audit - Science Labs

Brackett Independent School District

Percentile Rating:

85%

School Safety/Security Item	Score	Percent	Description
1) Room meets space requirements: (40-45 sqft - elementary) (50sqft - secondary student).	4	100%	Very True
2) Communication system present(intercom/telephone)	4	100%	Very True
3) Eyewash stations present	4	100%	Very True
4) Emergency Showers present (high school only).	4	100%	Very True
5) Water shut off switches accessible to staff.	4	100%	Very True
6) Electricity shut off switches accessible to staff	4	100%	Very True
7) Gas shut off switches accessible to staff.	4	100%	Very True
8) Protective clothing available for each student (lab aprons/gloves).	4	100%	Very True
9) Safety goggles available for each student Every student has an individual set of goggles that they tinted themselves in a lab experiment.	4	100%	Very True
10) First Aid Kit accessible.	4	100%	Very True
11) Fire Blanket accessible (high school only)	4	100%	Very True
12) Fire Extinguisher accessible.	4	100%	Very True
13) Chemical Spill Kit accessible (high school only).	3	75%	Mostly True
14) Corrosive materials cabinet is locked and labeled The cabinet was found unlocked.	3	75%	Mostly True
15) Flammable materials cabinet is locked and labeled The cabinet was found unlocked.	3	75%	Mostly True
16) Chemical storage (HAZCOM) is labeled	4	100%	Very True
17) Material Safety Data Sheets for each material.	4	100%	Very True
18) Any Mercury is labeled, coded for compatibility, kept in appropriate containers, and locked.	0		N/A
19) GFCI Electrical Outlets present in rooms with water.	4	100%	Very True
20) Forced air ventilation in use	4	100%	Very True
21) Broken Glass Container available.	4	100%	Very True
22) Sink with hot water present Cold water only.	1	25%	Not True
23) Emergency procedures available. Not found.	1	25%	Not True
24) Second exit is clearly marked. Second exit not marked.	1	25%	Not True
25) Exit Signs visible. Signs were not present.	1	25%	Not True
26) Fire Drill instructions posted.	4	100%	Very True
27) Safety Symbols posted.	3	75%	Mostly True

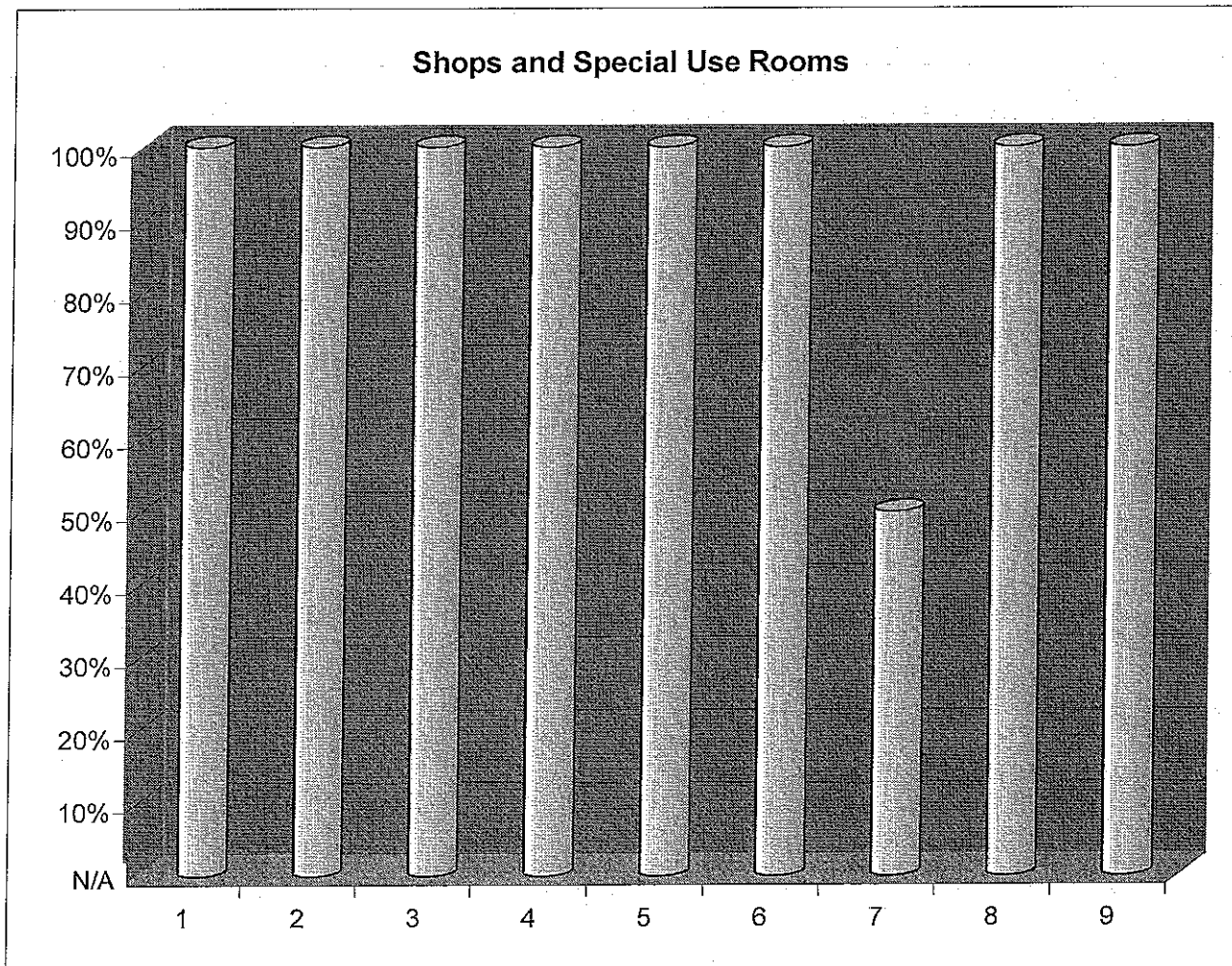
School Safety Audit - Shops & Special Use Rooms

Brackett Independent School District

Percentile Rating:

94%

School Safety/Security Item	Score	Percent	Description
1) Paint booths, auto shops and welding booths are well ventilated and exhaust directly to the exterior. This shop has an excellent ventilation system.	4	100%	Very True
2) Dust removal equipment in shops is in working condition.	4	100%	Very True
3) Safety goggles and protective eye wear are available for every student.	4	100%	Very True
4) First aid kit readily accessible and stocked.	4	100%	Very True
5) Adequate fire extinguishers and/or sprinkler system present	4	100%	Very True
6) Fire blanket (present in shops with welding equipment)	4	100%	Very True
7) Flammable materials, paints, thinners, and other chemicals stored properly in lockable fire proof areas. Spray paint was found unsecured. The paint storage cabinet was unlocked.	2	50%	Somewhat True
8) Safety rules and symbols posted.	4	100%	Very True
9) There is adequate lighting available	4	100%	Very True



School Safety Audit - Monitoring & Surveillance

Brackett Independent School District

Percentile Rating:

75%

School Safety/Security Item	Score	Percent	Description
1) Security cameras are stationed outside the school. The school district purchased cameras which will be installed at a later date.	1	25%	Not True
2) Camera locations provide maximum coverage of grounds	0		N/A
3) Security cameras are stationed inside the school	1	25%	Not True
4) Remote and isolated halls are monitored by security cameras	0		N/A
5) School buses are equipped with security cameras. None present.	1	25%	Not True
6) Security camera tapes are retained for 30 days	0		N/A
7) There is a central security alarm system.	4	100%	Very True
8) The central security alarm system is connected to local law enforcement.	4	100%	Very True
9) The alarm system is in compliance with ADA, taking into consideration people with hearing or visual impairments. Alarm does not have flashing lights for the hearing impaired.	3	75%	Mostly True
10) School Resource Officer(s) or School-Based Law Enforcement located on site	1	25%	Not True
11) School security officers (non-law enforcement) located on site.	0		N/A
12) School security/law enforcement provides a visible and regular presence on campus during school hours.	1	25%	Not True
13) Staff members monitor halls and stairs during school hours.	4	100%	Very True
14) Staff members monitor restrooms during school hours.	4	100%	Very True
15) The bus-loading/drop-off area is monitored by camera, direct line of sight and/or patrols and staff presence. No cameras present.	3	75%	Mostly True
16) The parent pick-up/drop-off area is monitored by camera, direct line of sight and/or patrols and staff presence. No cameras present.	3	75%	Mostly True
17) Play/recreational areas are monitored by camera, direct line of sight and/or patrols and staff presence. No cameras present.	3	75%	Mostly True
18) Formal and informal gathering areas (mini-plazas, patios, courtyards, entrances, parking lots, etc.) are monitored by camera, direct line of sight and/or patrols and staff presence. No cameras present.	3	75%	Mostly True
19) Parking lots are monitored by camera, direct line of sight and/or patrols and staff presence. No cameras present.	3	75%	Mostly True
20) If the building is used after school or on weekends, security is present. There is no campus based security personnel.	1	25%	Not True
21) Specific persons are assigned to secure buildings after events.	4	100%	Very True
22) Security personnel conduct daily visual inspections of the school looking for suspicious packages and other items	4	100%	Very True
23) Local law enforcement/security personnel provide after hours patrols of the school site. Patrols are limited to random drive-by patrols from the street only.	1	25%	Not True
24) After the school day, staff members are assigned to check that classrooms are locked	4	100%	Very True

25) After the school day, staff members are assigned to check that all bathrooms unoccupied and/or locked.	4	100% Very True
26) After the school day, staff members are assigned to check that all exterior doors are locked.	4	100% Very True
27) After the school day, staff members are assigned to check that all security lights are on	4	100% Very True
28) After the school day, staff members are assigned to check that the building alarm is activated.	4	100% Very True
29) There is a written process for pre-employment recruitment and training for security personnel and/or monitors.	4	100% Very True
30) There are written job descriptions for security personnel and/or monitors.	4	100% Very True
31) Security staff and hall monitors receive training annually.	0	N/A
32) The school requires background checks on all school staff.	4	100% Very True

School Safety Audit - Communications & Information

Brackett Independent School District

Percentile Rating:		88%	
School Safety/Security Item	Score	Percent	Description
1) There is two way communication between the main office and local law enforcement Regular phone.	4	100%	Very True
2) There is two way communication between the main office and school based security staff.	0		N/A
3) There is two way communication between the main office and playground staff. Office has all teacher cell phone numbers.	2	50%	Somewhat True
4) There is two way communication between the main office and classrooms.	4	100%	Very True
5) There is two way communication between the main office and portable classrooms/buildings	4	100%	Very True
6) There is two way communication between the main office and ball fields. No communication.	1	25%	Not True
7) There is two way communication between the main office and school nurse.	4	100%	Very True
8) There is two way communication between the main office and custodial staff Some custodians have district issue cell phones, radios are not used.	2	50%	Somewhat True
9) There is two way communication between the main office and school buses. There is no communication with the buses from the individual campuses.	1	25%	Not True
10) All classrooms are equipped with telephones	4	100%	Very True
11) All classrooms are equipped with duress alarms/panic buttons.	4	100%	Very True
12) The school communicates with parents throughout the year about what they should do in the event of a school emergency.	4	100%	Very True
13) The school has clear guidelines for working with the media in the event of an emergency	4	100%	Very True
14) All safety-related media inquiries are directed to a designated spokesperson	4	100%	Very True
15) All safety-related parent inquiries are directed to a designated spokesperson.	4	100%	Very True
16) In the event of an emergency during school, procedures are in place to contact parents and the community with instructions.	4	100%	Very True
17) A method is in place to communicate security instructions to staff in a rapid and timely manner.	4	100%	Very True
18) School staff protects sensitive information on internal security measures from being released to the public.	4	100%	Very True
19) School files and records are maintained in locked, vandal proof, fireproof containers or location.	4	100%	Very True
20) The school regularly backs up important computer files	4	100%	Very True
21) The school's computer network provides a secure means to communicate with local, state, and federal authorities.	0		N/A
22) Filters or other mechanisms are in place to monitor suspicious internet activity on school computers.	4	100%	Very True

School Safety Audit - Emergency Operations Plan

Brackett Independent School District

Percentile Rating:		79%	
School Safety/Security Item	Score	Percent	Description
1) The EOP is reviewed and updated on an annual basis.	4	100%	Very True
2) The EOP is developed by a school safety planning team representative of all school staff.	4	100%	Very True
3) The EOP and law enforcement are an integral part of the safety planning process.	4	100%	Very True
4) The EOP and emergency management personnel are an integral part of the safety planning process.	4	100%	Very True
5) The EOP and fire department personnel are an integral part of the safety planning process	4	100%	Very True
6) The EOP contains an updated map of the school's layout with room numbers, evacuation routes, utility shut-offs, location of first aid kits, etc No map found with utility information and first aid kits.	1	25%	Not True
7) The EOP and an updated copy of the map is provided to local law enforcement, fire, and hazardous materials response units. Law enforcement and fire department has maps of schools.	2	50%	Somewhat True
8) The EOP has an established chain of command that will handle emergency response.	4	100%	Very True
9) The EOP has designated an on-site (located in line of sight of the campus) incident command post.	4	100%	Very True
10) There are emergency procedures for bomb threats	4	100%	Very True
11) There are emergency procedures for hostage takings.	4	100%	Very True
12) There are emergency procedures for intrusions.	4	100%	Very True
13) There are emergency procedures for kidnappings.	4	100%	Very True
14) There are emergency procedures for acts of violence.	4	100%	Very True
15) There are emergency procedures for hazardous material spills.	4	100%	Very True
16) There are emergency procedures for transportation accidents.	4	100%	Very True
17) There are emergency procedures for natural disasters.	4	100%	Very True
18) Lockdowns are practiced annually	4	100%	Very True
19) Lockouts are practiced annually	1	25%	Not True
20) Shelter in place is practiced annually.	1	25%	Not True
21) Evacuation of a building is practiced annually	4	100%	Very True
22) Evacuation of site is practiced annually.	1	25%	Not True
23) Reverse evacuation (outside-in) is practiced annually	1	25%	Not True
24) Duck and cover is practiced annually (e.g. tornado, earthquake, hurricane)	1	25%	Not True
25) The evacuation plan includes procedures for persons with limited mobility	1	25%	Not True
26) The evacuation plan includes procedures for persons with special health needs.	1	25%	Not True
27) The evacuation plan includes an alternative evacuation site.	4	100%	Very True
28) The school has plans for sustaining school occupants for 72 hrs.	1	25%	Not True
29) Procedures for reunification and release of students to parents include two confidential reunification sites.	4	100%	Very True
30) Procedures for reunification and release of students to parents include a traffic control plan.	4	100%	Very True

31) Procedures for reunification and release of students to parents include a counselor designee to notify parents of student injury, death, arrest, etc.	4	100% Very True
32) Procedures for reunification and release of students to parents include a holding area for students out of sight from parents.	4	100% Very True
33) Procedures for reunification and release of students to parents include a parents' photo identification required for the release of students.	4	100% Very True
34) After Action Reviews are held after drills, exercises, and actual emergencies.	4	100% Very True
35) The EOP includes a component for post-crisis response, ex. the availability of mental health services for students and staff	4	100% Very True
36) All staff are trained in the implementation of the EOP.	4	100% Very True
37) Substitutes are provided safety plan training and information.	4	100% Very True
38) Key staff are trained in the National Incident Management System (NIMS) The Superintendent has attended NIMS training.	2	50% Somewhat True
39) The school maintains evacuation and disaster recovery kits.	1	25% Not True
40) A bomb threat checklist is available near all telephones.	4	100% Very True

School Safety Audit - School Climate & Culture

Brackett Independent School District

Percentile Rating:

92%

School Safety/Security Item	Score	Percent	Description
1) The Code of Conduct is reviewed and updated annually.	4	100%	Very True
2) The Student Code of Conduct includes statements regarding anti-bullying, anti-harassment, and anti-violence policies.	4	100%	Very True
3) The Student Code of Conduct includes statements regarding interviewing policies of student by law enforcement or CPS personnel.	4	100%	Very True
4) The Student Code of Conduct includes statements regarding locker search procedures.	4	100%	Very True
5) The Student Code of Conduct includes statements regarding dress code.	4	100%	Very True
6) The Student Code of Conduct includes statements regarding The Code of Conduct and outlines behavioral expectations.	4	100%	Very True
7) Disciplinary practices focus on the root causes of problems and provide problem-solving strategies.	4	100%	Very True
8) Disciplinary consequences for infractions to the Code of Conduct are fairly and consistently enforced.	4	100%	Very True
9) Alternatives to suspensions and expulsions are built into the disciplinary policy.	4	100%	Very True
10) Procedures used to make decisions about student behavior are well-known to students and staff.	4	100%	Very True
11) Parents are an integral part of the school's safety planning and policy development	1	25%	Not True
12) Students are represented on the school safety planning team.	1	25%	Not True
13) Students are involved in promoting positive school climate.	4	100%	Very True
14) Do students participate in a variety of extracurricular activities?	4	100%	Very True
15) There is some type of anonymous hotline whereby students and staff may report incidents or suspicious activities (e.g. Campus Crime Stoppers) No formal program on campus.	1	25%	Not True
16) The Student Code of Conduct contains standard definitions and procedures used to identify school crime	4	100%	Very True
17) There is a process in place to systematically collect and review discipline referral data.	4	100%	Very True
18) Respect for diversity is emphasized school-wide.	4	100%	Very True
19) Hallways and public spaces are clean and in good repair.	4	100%	Very True
20) Staff members are visible in hallways supervising/interacting with students	4	100%	Very True
21) Administrators, teachers, and other staff members receive annual training in conflict resolution and problem solving skills.	4	100%	Very True
22) Administrators, teachers, and other staff members receive annual training in bullying prevention.	4	100%	Very True
23) Staff are trained to be on the lookout for anything out of the ordinary (e.g. unfamiliar persons, behavior, containers, vehicles, broken air vents, etc.)	4	100%	Very True
24) Staff know proper procedures for checking suspicious packages.	4	100%	Very True

25) Staff know how to respond to threats from students, including threats from students, including threats found in school work, notes, journals, or overheard by other students.	4	100% Very True
26) Office staff (including student workers) know how to respond to a bomb threat or other threatening/suspicious phone calls. There are procedures; however, office staff were not familiar with the procedures.	2	50% Somewhat True
27) Students receive training in the following areas: positive social skills, violence prevention, conflict resolution, communication, and decision-making skills	4	100% Very True
28) Students receive training specifically on bullying prevention	4	100% Very True
29) Students receive training in sexual harassment/gender respect	4	100% Very True
30) The school has implemented a character education or social skills program school-wide.	4	100% Very True
31) The school has a Student Assistance Program.	4	100% Very True
32) The School has a process to identify and serve the needs of students most at risk for engaging in disruptive and disorderly behavior.	4	100% Very True
33) There is a well-developed network of service providers to which students can be referred.	4	100% Very True