



2020-21 Phase Two: School Safety Report\_09162020\_09:33

2020-21 Phase Two: School Safety Report

**Black Mountain Elementary School**

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## 2020-21 Phase Two: School Safety Report

## School Safety Diagnostic for Schools

Pursuant to KRS 158.162, the local board of education shall require the school council or, if none exists, the principal in each school to adopt an emergency plan that must be utilized in case of fire, severe weather, earthquake, or a building lockdown and that: establishes evacuation routes; identifies the best available severe weather zones; develops earthquake protocols for students; and, develops and adheres to practices controlling access to the school building. The emergency plan shall be annually reviewed by the council, principal, and first responders and revised as needed.

In addition to the emergency plan requirements in KRS 158.162, KRS 158.164 requires the local board of education to direct the school council or, if none exists, the principal in each school to establish procedures to perform a building lockdown and to invite local law enforcement to assist in establishing lockdown procedures.

KRS 158.162 also requires the emergency plan be discussed with all school staff prior to the first instructional day of the school year and provided, along with a diagram of the facility, to appropriate first responders. Further, the principal in each school shall conduct, at a minimum, the following emergency response drills within the first 30 instructional days of the school year and again during the month of January: one severe weather drill, one earthquake drill, and one lockdown drill. In addition, required fire drills shall be conducted according to administrative regulations promulgated by the Department of Housing, Buildings and Construction.

## Questions Related to the Adoption and Implementation of the Emergency Plan

1. Has the school council or, where applicable, principal adopted an emergency plan in accordance with local board policy and in compliance with the specifications in KRS 158.162(3)?

*If the answer is "no", please explain in the comment box. Please note that Senate Bill 1 (2019) amended KRS 158.162(3)(d) to require, for example, classroom doors remain closed and locked during instructional time as well as classroom doors with windows be equipped with material to quickly cover the window during a building lockdown. Schools are encouraged to comply with these changes as soon as practicable but, if needed, have until July 1, 2022 to fully implement. Accordingly, failure to comply with KRS 158.162(3)(d), as amended, should not be reported herein until the 2022-2023 school year and beyond.*

Yes, our School Safety Team met with administrators to adopt an emergency plan in accordance with local board policy and in compliance with the specifications in KRS 158.162(3). School Emergency Council and Administrators collaborated with Evarts Police Department, Evarts Fire Department, Yocum Creek Fire Department, Kentucky State Police Lt. Danny Caudill, Harlan County Sherriff's Office, Harlan City Police, Director of Office of Emergency Management, and School Safety Coordinator to gain feedback and insight before adopting an emergency plan. School Emergency Council presented the Emergency Plan to Site Base Council and was approved on August 13, 2020.

2. Has the school provided local first responders with a copy of the school's emergency plan along with a diagram of the school as required by KRS 158.162(2)(b)?

*If the answer is "no", please explain in the comment box.*

Yes, our School Safety Team met with local first responders and provided local first responders with a copy of the school's emergency plan along with a diagram of the school as required by KRS 158.162(2)(b). School Safety Team and Administrators collaborated with Evarts Police Department, Evarts Fire Department, Yocum Creek Fire Department, Kentucky State Police Lt. Danny Caudill, Harlan County Sherriff's Office, Harlan City Police, Director of Office of Emergency Management, and School Safety Coordinator to gain feedback and insight before adopting an emergency plan.

3. Has the school posted primary and secondary evacuation routes in each room by any doorway used for evacuation as required by KRS 158.162(3)(a)?

*If the answer is "no", please explain in the comment box.*

Yes, primary and secondary evacuation routes are posted in each room by any doorway used for evacuation as required by KRS 158. 162 (3)(a). All teachers received evacuation routes on Opening Day, August 28, 2020. Each room is labeled on the inside of the door facing with room number. Administrators conducted a walkthrough to ensure primary and secondary evacuation routes are posted in each room by each doorway. There was a document signed by teachers and faculty ensuring they had received evacuation routes.

4. Has the school posted the location of severe weather safe zones in each room as required by KRS 158.162(3)(b)?

*If the answer is "no", please explain in the comment box.*

Yes, All teachers received evacuation routes on Opening Day, August 28, 2020. The fire exits are labeled by red symbols, and safe zones are highlighted on each evacuation plan. Fire Exits and Safety Zones were discussed to teachers and faculty. Administrators conducted a walkthrough to ensure primary and secondary evacuation routes are posted in each room by each doorway. There was a document signed by Teachers and Faculty ensuring they had received evacuation routes that were also labeled with severe weather safe zones.

5. Was the school's emergency plan reviewed following the end of the prior school year by the school council, principal, and first responders and revised as needed as required by KRS 158.162(2)(c)?

*Please provide the most recent date of review/revision of the school's emergency plan in the district in the comment box. If the answer is "no", please explain in the comment box.*

Yes, School Safety Team met with Evarts Police Department, Evarts Fire Department, Yocum Creek Fire Department, Kentucky State Police Lt. Danny Caudill, Harlan County Sherriff's Office, Harlan City Police, Director of Office of Emergency Management, and School Safety Coordinator. This committee of community first responders were given from June 29, 2020 to July 17, 2020 to look over the school's emergency plan as well as provide recommended changes or alterations to the school emergency plan.

6. Did the principal discuss the emergency plan with **all** school staff prior to the first instructional day of the current school year and appropriately document the time and date of such discussion as required by KRS 158.162(2)(d)?

*Please provide the date the school completed this discussion in the comment box. If the answer is "no", please explain in the comment box.*

Yes, the principal discussed the emergency plan with all school staff prior to the first instructional day. This discussion took place during Opening Day for Black Mountain Elementary which was August 28, 2020 at approximately 9:00 AM with all faculty and staff present. Administrators went through the emergency plan in full detail, ensuring all school staff had an understanding of the emergency plan. Those not in attendance received a copy of the emergency plan as well as was encouraged to look over it and ask any questions.

7. During the first 30 instructional days of the current school year, did the principal conduct at least one severe weather drill, one earthquake drill, and one lockdown drill as required by KRS 158.162(5)?

*If the answer is "no", please explain in the comment box.*

Yes. All students attending in-person classes participated in 2 fire drills, 2 severe weather drills, and 1 lockdown drill during the week of October 19-23, 2020. All classrooms were checked by school administration and safety team to verify correct procedures. Documentation for such drills are provided by Mrs. Pittman.

8. During the month of January during the prior school year, did the principal conduct at least one severe weather drill, one earthquake drill, and one lockdown drill as required by KRS 158.162(5)?

*If the answer is "no", please explain in the comment box.*

Yes during the month of January during the 2019-2020 school year, the principal conducted at least one severe weather drill, one earthquake drill and one lockdown drill as required by KRS 158.162(5). All drills were scheduled and completed. Documentation for such drills are provided by Mrs. Pittman.

9. Over the immediately preceding twelve months, did each school within the district conduct fire drills in accordance with administrative regulations promulgated by the Department of Housing, Buildings and Construction as required by KRS 158.162(5)?

*If all schools in the district did NOT meet the requirement, respond "no" and please explain further in the comment box.*

Yes, over the immediately preceding twelve months, fire drills were conducted in accordance with administrative regulations promulgated by the Department of Housing, Buildings and Construction as required by KRS 158.162(5). Fire drills were scheduled and documented by Mrs. Pittman.



# Attachment Summary

Attachment Name	Description	Associated Item(s)
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