

OPERATIONAL SERVICES

Safety

Bannockburn School shall have a safety program promoting the safety of everyone on School property or at a District event. The Superintendent or designee shall develop and implement a comprehensive safety and crisis plan incorporating both avoidance and management guidelines. The comprehensive safety and crisis plan shall specifically include provision for: injury prevention; bomb threats, weapons, and explosives on campus; school safety drill program; tornado protection; instruction in safe bus riding practices; emergency aid; post-crisis management; and, responding to medical emergencies at an indoor and outdoor physical fitness facility. During each academic year, the School must conduct a minimum of:

1. Three School evacuation drills,
2. One bus evacuation drill, and
3. One severe weather and shelter-in-place drill.
4. One law enforcement drill.

The law enforcement drill must be conducted according to the District's comprehensive safety and crisis plan with the participation of the appropriate law enforcement agency. This drill may be conducted on days and times that students are not present in the building.

Students and staff are encouraged to use any available cellular telephone in the event of an emergency that threatens the safety of students, staff, or other individuals. The use of cellular phones by students on school property, however, is otherwise prohibited.

A school bus driver is prohibited from using a cellular telephone while operating a school bus carrying one or more passengers except (1) during an emergency situation for the purpose of communicating with either an emergency response operator, a hospital, a physician's office or health clinic, an ambulance service, a fire department, fire district, or fire company, or a police department; (2) to call for assistance if there is a mechanical breakdown or other mechanical problem that impairs the safe operation of the bus; (3) where a cellular telephone has a digital two-way radio service capability, is owned and operated by the school district and is being used as a digital two-way radio; and (4) when the school bus is parked. School bus drivers who violate this policy's provisions, to the extent they are reflective of state law requirements, may be found guilty of a petty offense and punished by the state in accordance with law.

The Superintendent or designee shall implement the Movable Soccer Goal Safety Act in accordance with the guidance published by the Illinois Department of Public Health. Implementation of the Act shall be directed toward improving the safety of moveable soccer goals by requiring that they be properly anchored.

Physical Fitness Facility Medical Emergency Policy

The Superintendent or designee shall adopt and implement a written plan for responding to medical emergencies that occur at the school's physical fitness facility during the times the facility is open for use by the school district or by the public. The Administration shall file a

copy of the plan with agencies required under the law. The plan will be submitted to the agencies upon its initial adoption and whenever the plan is updated.

The school district shall install an AED (Automated External Defibrillator) device in or near the indoor physical fitness facility (i.e. gymnasium). The Principal or designee will oversee the maintenance and care of the device. The specific location and type of AED device will be included in the District's plan. Additionally, the administration shall identify and provide on-going training for Emergency Medical Responders on staff who are certified in CPR and AED usage.

The Building Principal or designee shall establish procedures for recording and reporting all incidences in which the AED device is utilized.

Convicted Child Sex Offender and Notification Laws

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender meets either of the following two exceptions:

1. The offender is a parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in the child review conference in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. The offender received permission to be present from the School Board, Superintendent, or Building Principal. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

The Superintendent or Building Principal shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law. The Building Principal shall serve as the District contact person for purposes of these laws. The Building Principal shall manage a process to notify the parents/guardians during school registration that information about sex offender is available to the public as provided in the Sex Offender Community Notification Law. The notification may occur during the school registration and at other times as the Building Principal determines advisable.

All contracts with the School District that may involve an employee or agent of the contractor having any direct daily contact with students, shall contain the following:

The contractor shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the District due to a conviction of a

crime listed in 105 ILCS 5/10-21.9, or who is listed in the Statewide Sex Offender Registry or the Statewide Violent Offender Against Youth Database. The contractor shall obtain a fingerprint-based criminal history records check before sending any employee or agent to the school building or school property. Additionally, at least quarterly, the contractor shall check if an employee or agent is listed on the Statewide Sex Offender Registry or the Statewide Violent Offender Against Youth Database.

If the District receives information that concerns the record of conviction as a sex offender of any employee of a District contractor, the District will provide the information to another school, school district, community college district, or private school that requests it.

Unsafe School Choice Option

The unsafe school choice option provided in State law permits students to transfer to another school within the district in certain situations. This transfer option is unavailable in this District because the District has only one school or attendance center. A student, who would otherwise have qualified for the choice option, or a student's parent/guardian, may request special accommodation from the Superintendent or designee.

Emergency Closing

The Superintendent or Building Principal is authorized to close the school in the event of hazardous weather or other emergencies that threaten the safety of students, staff members, or school property.

LEGAL REF.: 105 ILCS 5/10-20.22, 5/10-20.23, 5/10-21.9, and 5/27-26.

730 ILCS 152/101 et seq.

41 Ill. Admin. Code § 110.20.

Illinois Rules and Regulations for Fire Drills in Schools, 5 Ill. Reg. 10676.

Physical Fitness Facility Medical Emergency Preparedness Act

210 ILCS 74

Automated External Defibrillator Act, 410 ILCS 4/1 et seq.

77 Ill. Admin. Code 527.

FIRST READING: December 14, 2005

ADOPTED: January 18, 2006

REVISED/FIRST READING: December 15, 2010

ADOPTED: January 19, 2011

REVISED/FIRST READING: April 18, 2012

ADOPTED: May 16, 2012