

## **Purpose and Scope of MOR Catholic School Safety Plan**

Our school has a Safety Plan in place, which details how **Mother of Our Redeemer Catholic School** will operate during critical incidents affecting students, faculty, staff, and facilities. It is designed to provide guidance for personnel who discover or are notified of any emergency situation. The plan also aids in the resolution of the events by structuring levels of potential responses, each designed to address a corresponding level of threat. The Safety Plan provides a means for “operationalizing” the schools response to critical incidents.

This plan recognizes the need to ensure direction and control for an incident affecting the school. When such an incident occurs, a unified command structure will be used under the direction of the Principal. This command structure from henceforth will be designated as the **Crisis Response Team**. The **Crisis Response Team** will have the ultimate authority over and determine the process of

- Determining overall response objectives
- Selecting response strategies
- Ensuring joint application of tactical activities
- Maximizing the use of available resources

**Crisis Response Team-** Father Juan P. Hernandez (pastor), Mrs. Ana Casariego (principal), Mrs. Maria Morales (HR Coordinator), Ms. Auxiliadora Garcia (Registrar), Mr. Tony Cabarcas (Plant Manager).

## **Role and Authority of Principal and Crisis Response Team**

By adopting this School Safety Plan, **Mother of Our Redeemer Catholic School** empowers the Principal and the Crisis Response Team to take action as appropriate to protect students, faculty, staff, visitors, facilities, and equipment during all critical incidents. The Principal and the Crisis Response Team are representatives of the Superintendent; their directives are to be followed.

## **Clarifying the Level of Threat- “All Emergency” approach**

This Safety Plan uses an “All Emergency” approach, allowing it to be effective in any emergency situation. An “All Emergency” approach calls for an initial response based on the threat posed by the event, not the event itself. This is possible because many events, though widely different in nature, create a similar risk to life and property. As such, planning for potential levels of threat is often more effective than planning for the multitude of situations that could conceivably happen. Once an initial protective action has been taken, more detailed strategies and plans for resolving a particular situation can be implemented.

## **Levels of Threat**

The Safety Plan uses three levels of threat to structure the school's response. Characteristics of each level are discussed below. Examples are also given, although they are not a complete listing of possible situations that could occur.

### **Level I – Monitor**

Level I is where a minor event occurs that could negatively affect the faculty, staff, students or buildings. It is characterized by the following:

- A severe storm watch issued by the National Weather Service

- A Hurricane Watch issued by the National Weather Service
- A fire or hazardous material incident within 2 miles of the School.
- A minor building system problem
- A local power outage

### **Level II – Standby**

A level II situation is where a risk exists or is about to occur that will

Impact the facilities, faculty, or staff. This risk requires that a preparatory status be adopted. Level II is categorized by the following:

- The potential danger is real.
- The situation has the potential of expanding beyond a limited area.
- The situation may continue for an extended period of time.
- Resolving the situation may require resources from outside the school.

Examples of a level II situation include:

- A severe storm warning issued by the National Weather Center.
- A major fire or hazardous material incident within ½ mile of the school.
- A major building system failure
- Any incident deemed worthy of Level II status by the Principal or Principal's Designee.

### **Level III – Emergency**

Level III recognizes that a risk is real and requires a response by the School and the Principal or Principal's Designee. It is characterized by the following:

- Students, faculty, staff are in danger, facilities are at risk. Immediate action is necessary.
- The situation requires coordination with outside agencies.
- The situation requires the coordination with outside resources.

Examples of a Level III situation include:

- A fire or hazardous material incident in the school
- A major storm or weather event that is causing or has caused injury/damage
- A traffic accident involving students or faculty
- Notification by competent authority that action is required due to fire, hazardous material incident or other emergency near the school.

### **Determining Level of Threat**

The process for determining the level of threat for any incident will be as follows:

- The Principal or the Principal's Designee, upon being notified of an incident, will determine the level of threat.
- The Principal or Principal's Designee in conjunction with the Crisis Response Team will communicate the level of threat to those who need to know.
- The Principal or the Principal's Designee may modify the classification up or down as more information becomes available or as the situation changes.

- Any reclassification of the level of threat will be communicated either by the Principal, Principal's Designee or a member of the Crisis Response Team.

## EMERGENCY PLAN

### MOTHER OF OUR REDEEMER CATHOLIC SCHOOL

Mother of Our Redeemer Catholic School has developed emergency plans that cover the following conditions:

- Fire
- Bomb Threat
- Weather Emergency
- Power Failure
- Serious Illness or Injury
- Hazardous Spill or Gas Leak
- Student/Intruder with Weapon

Our School's emergency plans provide:

- \* A clear and effective system of notifying the school population that an emergency condition exists.
- \* A plan of action for each of the seven emergency conditions, which are stated above.
- \* An evacuation procedure, if an evacuation is necessary
- \* A lockdown procedure, if a lockdown is necessary
- \* The **Crisis Response Team** to act if the situation requires.

In addition, our school has implemented:

- \* A **Code System** exists wherein notification is given to the faculty and staff without the necessity of alarming the students.
- \* The **Fire Drill Procedures and Evacuation Routes** are located near the doors of each classroom, the cafeteria, and all areas where faculty, staff or students might be located.
- Parents will be informed of the emergency or crisis, once it is safe to do so, via **PlusPortal Text**. This system provides a telephone message communication to all parents. In addition, if possible, parents will receive an email notification detailing the nature of the emergency and instructions to be followed.

In the event of a Hazardous Spill or Gas Leak, the same procedures as stated above for Fire will be followed using a (Code Yellow).

## **HURRICANE PROCEDURES**

In the event of an impending hurricane, school will canceled and parents and school personnel will follow the instructions of the Dade County Public Schools and/or Archdiocese of Miami.

## **HEALTH CARE PROCEDURES**

### **DISEASE CONTROL**

The school office will notify the local HRS county public health unit immediately by telephone of suspected cases of measles, diphtheria, or poliomyelitis.

Parents will be also notified if there is a case of measles, head lice or other contagious diseases.

In case of a health emergency, the student is sent to the school secretary and parent is notified. Medication is not dispensed unless a Medicine Authorization Form is filled out by a parent and signed by the doctor.

### **BLOODBORNE PATHOGENS**

All employees are in-serviced in proper procedures for dealing with blood.

#### **After Care Procedures in Case of Emergency-**

Procedures for teachers and students are in place. Personnel has been trained.

#### **PE Procedures in Case of Emergency**

Procedures for teachers and students are in place. Personnel has been trained.

#### **Cafeteria/ Lunch Procedures in Case of Emergency**

Procedures for teachers and students are in place. Personnel has been trained.