

## General Information

School		Schedule						
Counts			Start Hr	Start Min	Am/Pm	End Hr	End Min	Am/Pm
ID	0911	School Lunch After School Community School	07	45	AM	02	45	PM
Student Count	1231		10	15	AM	12	50	PM
Staff Count	125		02	45	PM	05	15	PM
Campus School Resource				Resident Campus Security				
Officer Name		Agency		Officer Name		Agency		
Jimetta Williams		Deerfield Beach, District 10		none		none		
Fire			Police					
Tim Pehlke	9544804300	tpenlke@deerfield-beach.com	District 10	9544804300	j.williams@deerfieldbeach			
Automated External Defibrillator (AED) Machines								
Machines Current		Location-FISH#		Posters Current		Certified Personnel		
Yes		Front Office-001		Yes		Yvette Colbert Carol Cannariato		
Emergency Kit/Bag Location (Fish#)			Gym Area - Fish #901					
Personnel trained for STAR?			Gloria Matis-Robinson, Petagaye McKenzie, Veronic Williams-Brown					
Threat Assessment Personnel			Lisa Livingston, Ryan Atwood, Francine Baugh, Shedrick Dukes					
CPR/Heimlich Personnel			Jimetta Williams, Carol Cannariato, Cassandra Baymon, Heide Garrett, Ralston Wright					
Administer Epi-Pen?			Yes	Hall Monitors?		Yes		
Emergency Drill Planned			Yes	Trained for Crime?		Yes		
Site Assessment Date			8/24/2015	Review Date Hurricane		8/20/2012		

## Lockdown

School	0911		
When is "Staff Development" provided to faculty to review lockdown procedures?	Planning Day Preschool-August		
List dates (1 required) of staff development	8/15/2014	10/26/2012	
Substitute teachers informed of lockdown procedures?	Yes		
Describe plan for informing substitutes	Copy of lockdown procedures is left on teachers desk. Team leader will advise the substitute teacher at the beginning of the day.		
Students informed of lockdown procedures?	Yes		
Describe plan for informing students	Teacher lesson plans, drills, and practice.		
Parents informed of lockdown procedures?	Yes		
Describe plan for informing parents	Basic information provided via parent link if there should be a real emergency that requires lockdown. Parents will be asked not to come to school until we give the all clear.		
Collaboration with Fire Dept for lockdown?	No	<b>Date</b>	2/15/2013
Collaboration with Police Dept for lockdown?	Yes	<b>Date</b>	2/15/2012
Collaborated with SIU regarding lockdown procedures?	Yes		
School administration knows to file "After Action Report" (AAR) within 72 hours to Area Office and SIU Investigator?	Yes		

## EVACUATION

School	0911	
When is "Staff Development" provided for off-site evacuation procedures?	Early Release	
List dates (1 required) of staff development	9/23/2011	
Substitute teachers informed of evacuation procedures?	Yes	
Describe plan for informing substitutes	Teacher lesson plans, team leader informs the subs	
Students informed of evacuation procedures?	Yes	
Describe plan for informing students	Teacher review with students, drills and practice of evacuations	
How are parents informed of evacuation procedures?	Link	
Describe plan for informing parents	Parent link with information regarding the scheduling of the evacuation drill. A link describing the week the drill will take place.	
Collaboration with Fire Dept for lockdown?	No	2/13/2012
Collaboration with Police Dept for lockdown?	Yes	3/20/2012
Collaborated with SIU regarding lockdown procedures?	Yes	
School administration knows to file "After Action Report" (AAR) within 72 hours to Area Office and SIU Investigator?	Yes	
1st Off-Site Location	Deerfield Beach Middle Park	
Contact		
Address	501 S.E. 6th Ave. Deerfield Beach, FL 33441	
Phone	954-420-2263	
2nd Off-Site Location	Deerfield Beach Elementary	
Contact	Victoria Thurston	
Address	650 NE 1st street	
Phone	754-322-6100	

## Emergency Communication

School	0911
Consulted SIU Website for Emergency Communication updates?	Yes
Reviewed Emergency Communication Code updates with staff?	Yes
Public announcement system fully operational?	Yes
Are hand held radios operational for emergency staff?	Yes
Are megaphones operational?	Yes
If electrical power, school telephones and primary communication is interrupted, what alternative communication procedures are available	Whistles, cell phones, and megaphone
Trained person 1 in parent link system	Shedrick Dukes
Trained person 2 in parent link system	Ryan Atwood
Trained person 3 in parent link system	

## Prevention Preparedness

School	0911
Staff trained in Physical Restraint Skills (PCM Admin, Security only)?	Yes
Do you have an Active Youth Crime Watch?	Yes
Do you have Silence Hurts Posters?	Yes
Do you have a Tip/Suggestion Box?	Yes
Describe your School Substance Abuse Prevention Program?	We have a life skills program on campus that addresses the issues of substance abuse. It is a school based sequential prevention program designed to reduce risk factors in students.
Describe your Classroom and/or Behavior Management Program?	Staff and teachers have been trained in the implementation of CHAMPS behavior management program.
List any other Prevention Oriented Curriculum	Guidance counselors counsel students in bullying, conflict remediation, drug and gang awareness. Also, quarterly assemblies are held to address behavior and academic concerns.

## Critical Incidents

<p><b>Behavioral Emergencies</b></p>	<ul style="list-style-type: none"> <li>•Administrative staff, security, guidance, Deputy Williams, police and S.I.U., if necessary.</li> <li>•The administrative staff and the security specialist will determine the level of emergency.</li> <li>•Telephones and walkie-talkies are used for communication purposes.</li> <li>•De-escalation occurs by presence, verbal commands, physical control (non-violent restraint CPI).</li> <li>•An injury/accident report is completed.</li> <li>•Parents are contacted if student is injured.</li> <li>•If medical attention is required, EMS is called.</li> <li>General Plan Summary</li> <li>•Administrators/staff are made aware of the situation.</li> <li>•Teachers assist in ensuring safety of other students.</li> <li>•Attempt is made to de-escalate.</li> <li>•Other students are directed away from area.</li> <li>•Cool down period is allowed.</li> <li>•Once control is gained, resume normal activities</li> </ul>
<p><b>Bomb Threat</b></p>	<p>1. Telephone Threat Received At School</p> <ul style="list-style-type: none"> <li>•Write what the caller says.</li> <li>•Log date, time, male or female voice, possible age and any other pertinent information.</li> <li>•Remain calm, polite, listen, never interrupt, initiate call trace.</li> <li>•Notify administration and SRO.</li> </ul> <p>2. Principal's Responsibilities</p> <ul style="list-style-type: none"> <li>•Announce Code Black and initiate Fire Alarm.</li> <li>•Call 911 and request bomb squad.</li> <li>•Evacuate school immediately.</li> <li>•Call area office and S.I.U.</li> <li>•Instruct staff not to lock classrooms and take class emergency information.</li> <li>•Strange objects and new post location are to be reported to law enforcement.</li> <li>•Instruct staff and students not to use cell phones, radios or computers.</li> </ul> <p>3. Evacuation Procedures</p> <ul style="list-style-type: none"> <li>•Teachers will instruct students to take only items in their possession.</li> <li>•No locker or bathroom stops are allowed.</li> <li>•SAFE Team members will help to facilitate the evacuation.</li> <li>•Suspicious items are to be left alone and reported to the police.</li> </ul> <p>4. Device Found</p> <ul style="list-style-type: none"> <li>•Once the site has been safely cleared and the bomb squad has given the "All clear, students and staff will be allowed to reenter the building.</li> </ul> <p>5. Duties of Security/Police and Fire Department</p> <ul style="list-style-type: none"> <li>•To help provide for the safety and security of the students and to secure the site.</li> </ul> <p>General Plan Summary</p> <ul style="list-style-type: none"> <li>•Once a bomb threat is made, the call will be logged and traced.</li> <li>The administrator will call the area office, S.I.U. and 911.</li> <li>The administration will announce a Code Black and evacuate the building.</li> <li>Teachers will be reminded to leave classrooms unlocked.</li> <li>Students will be instructed to only take their possessions.</li> <li>Once the bomb squad has cleared the site safe, staff and students will reenter and classes will resume.</li> </ul>

## Critical Incidents

<p><b>Chemical Biological</b></p>	<p>1.NEVER open any letter or package until you have inspected it thoroughly. You should be aware of the following possible warning signs: letters or packages with no return address. Letters with out of state postmarks. Letters containing loose feeling “powdery” substances. 2.If a suspicious or threatening letter is received, stay in the area with the letter. It should be placed in a sealed plastic bag, such as a zip lock, hazardous material bag, or trash can liner. 3.Contact your principal or supervisor who will call the Deerfield Fire Department at (911) or (954) 971-7010, and describe to them the exact nature of the situation. North Area Office 4.Anyone in the immediate vicinity of the letter or package must remain in that area and steps should be taken to admit no additional people to the area. The building will be secured and doors locked. 5.The custodial/maintenance staff will shut off the heating/ventilation/air conditioning. 6.Your principal or supervisor will contact the receptionist at the Education Center, (Crisis Response Team) 7.Seal off the area to the best of your ability, such as closing doors. Depending upon the advice of the fire department, the building may need to be evacuated and/or quarantined. 8.Your principal or supervisor will follow the Emergency and Crisis Intervention Guidelines, which have additional information on procedures.</p>
<p><b>Civil Disturbance</b></p>	<p>1.Principal or Designee will a. Notify area superintendent of the situation. b. School security or police to be notified at 911. c. Lock the doors of the building. d. Allow no visitors to enter building except those with proper identification. e. Make use of school radio to establish emergency communication link. f. Take steps necessary to assure safety of students and staff. 2. Principal or Designee Assisted by School Security/ Police Should: a. Advise non- students in the group their assembly is disruptive to the educational process and as such they are trespassing. (1)If students are involved, see Section C. b. Attempt to identify a leader. Ask to meet separately with the leader and/or see if the alleged grievance cannot be addressed in a meeting at another time and location. As trespassers they are subject to arrest if they fail to leave school property. (Allow time for group to disperse.) c. A log should be kept of names of individuals involved, if possible, and date, times of notification should be recorded for court action. d. Students in the building should only be dismissed when it is safe to board buses and leave school grounds. 3. If Students are Involved: a. Notify students via bullhorn, public address system or other means, that the students should return to class. b. Warn students they risk suspension/expulsion if they fail to return to class. c. Should this fail, advise students to leave the building or campus. If they fail to do so they will be subject to arrest for trespassing. (Note: this step should only be taken with approval of the superintendent. Law enforcement should also be consulted to be sure they have the resources to support this action.)</p>

## Critical Incidents

<b>Crisis Intervention</b>	<p>1.The principal has responsibility for overall coordination of services. 2.The designated public information officer has responsibility for providing information to the public and press. 3.Counseling assistance to staff and students will be provided first by the Building SAFE Team, and then by the District Crisis Team, if needed, depending on the level of the crisis.</p> <p><b>Crisis Management – Any Traumatic Event</b></p> <p>1.Principal</p> <p>a.Verifies the event and acquires any additional necessary information. b.Notifies the superintendent. c.Notifies the building SAFE Team Leader who assists in determine the level of crisis plan to be implemented. d.Notifies the staff in whatever manner is most efficient (telephone tree, staff meeting, written communication, etc.) e.Notifies the building SAFE Team leader and the SAFE team. f.Designates someone to speak personally with those staff members specifically involved with the crisis and provides support for their feelings. g.Refer any questions from the media to the Director of School/Community Relations. h.With the SAFE team, meets with all staff members to share information and provide guidance, advice, etc., in dealing with affected students. i.Shares information or causes information to be shared with students is most appropriate method. j.If necessary, arranges for some medication of the schedule so students have time to ask questions and express feelings. k.In the event of a death, acquires additional information regarding services and the family’s wishes and makes this information available to staff, students and parents.</p> <p>2.Teachers and Other Staff</p> <p>a.Continue to provide information, clarify facts, and squelch rumors. b.Request students’ help in suppressing rumors and assisting the SAFE Team in locating affected students.</p>
<b>Fire</b>	<ul style="list-style-type: none"> <li>•All students and staff are aware of fire emergencies through preparation and practice of fire drills throughout the year.</li> <li>•Faculty members are apprised of evacuation routes and are instructed to calmly walk students to safe zone.</li> <li>•When a fire is reported the fire alarm is activated.</li> <li>•Staff and students evacuate based on the classroom evacuation route.</li> <li>•All students and employees are to be moved to safe locations and are accounted for.</li> <li>•Administration stands by to check for proper evacuation and to make sure that proper protocol is followed.</li> <li>•Once all stakeholders are in safe zones and the building is inspected by administrative/support staff, the “All clear” bell is rung and all students and staff return to normal stations.</li> <li>oIn the case of a real fire, call 911, S.I.U., area office and follow practice procedures.</li> <li>oRe-entry into the building only takes place when the Fire Department gives the “All clear.”</li> </ul>



## Critical Incidents

### Hazardous Materials

1. Hazardous Material Spill on Campus or in the Building- General Guidelines •Evacuate affected area and account for all students, staff and other personnel. •Shut down HVAC system if appropriate. •Restrict access to the affected area to authorized personnel. •Establish accountability for occupants. •Dial 911 if a credible threat to life or health exists. •Contact Safety Department, maintenance communication, Area Superintendent and S.I.U. •Maintain security until help arrives. 2. Hazardous Material Spill on Campus or in the Building- Odor/Gas Leak If an odor of unknown origin or gas smell is noticed inside the building, the following steps should be taken: •Evacuate affected area and account for all students, staff and other personnel. •Direct occupants to move as far away from building as possible. •Principal/Administrator calls COMPASS, (954) 928-0295, and reports a gas leak. •Gas valve is turned off and entry is restricted to authorized personnel. •Restrict access to the affected area to authorized personnel. •Dial 911 if a credible threat to life or health exists. •Contact Safety Department, maintenance communication, Area Superintendent and S.I.U. •Maintain security until help arrives and establish accountability for all occupants. •Re-enter the building only upon the approval of the fire department. •Notify Area Superintendent and Safety Department (754) 321-4634 after re-entry. 3. Air Contamination in the Building •Evacuate affected area and account for all students, staff and other personnel. •Principal/Administrator calls COMPASS, (954) 928-0295. •Shut down HVAC system. •Restrict access to the affected area to authorized personnel. •Dial 911 if a credible threat to life or health exists. •Contact Safety Department, maintenance, Area Superintendent and S.I.U. •Maintain security until help arrives and establish accountability for all occupants. 4. General Plan Summary •Evacuate affected

## Critical Incidents

<p><b>Hostages</b></p>	<p>1.Principal will delegate these responsibilities: •Call 911 and order students to safety •Use Code Red Lockdown. •Obtain and give as much descriptive information to law enforcement as possible. •Notify area office, S.I.U. and Community Relations. •Wait for police, do not try and intervene or confront. •Activate command center and assemble counseling team. •Students are not to be released until debriefed and accounted for. •Teachers will create a roster of students accounted for. •Find students or staff familiar with the hostages or hostage taker to help the police. •Notify parents or family. •Prepare information for Community Relations Department 2.Principal or Classroom Teacher will: •Notify students of Code Red. •Move students to safe area within the classroom and away from windows. •Teachers will create a roster of students accounted for. 3.Other Staff •Will follow established procedures and assist SAFE Team as is necessary. 4.General Plan Summary •Hostage is taken, a Code Red will be issued. Information helpful to law enforcement will be gathered and the police, area office, S.I.U. and Community Relations will be notified. Students will be placed in a safe area of the classroom and accounted for. SAFE Team members will be available to assist. Parents will be notified.</p>
<p><b>Illness Injury</b></p>	<p>For minor injuries the teacher will contact campus security who will escort the student to the front office for the necessary aid. Clinic personnel will notify the student’s parents. For more serious injuries the teacher will notify the front off ice who will contact EMS. The parents will be notified and student will be transported to the hospital if the injury requires.</p>
<p><b>Medical Emergencies</b></p>	<p>•Staff members will assess injuries. •For minor injuries the teacher will contact campus security who will escort the student to the front office for the necessary aid. •Clinic personnel will notify the student’s parents. •For more serious injuries the teacher will notify the front off ice who will contact EMS. •If possible, medical aid may be administered by certified person. •Injury report is made. •The parents will be notified and student will be transported to the hospital if the injury requires. •Ascertain EMS name and numbers for following reports. General Plan Summary. •Staff members will assess injuries and notify office. •Staff members will follow procedures according to the medical emergency. •Student may have to be transported to a hospital. •An injury report is made. School follows up with student and parents.</p>

## Critical Incidents

<p><b>Perimeter Control</b></p>	<p>•Deputy Williams will assist in the following:</p> <ul style="list-style-type: none"> <li>o Coordinating crowd control and other security related situations.</li> <li>o Serving as the liaison to local police.</li> <li>o Notifying supervisor to report to school.</li> <li>o Requesting additional support resources.</li> <li>o Directing all emergency vehicles and direct traffic.</li> </ul> <p>General Plan Summary. •If the security of the school is breached, the school will immediately go into a lockdown situation. All outside doors will be locked and all classrooms will remain locked as well. The building will stay on lockdown until the campus is secured by a member of the police or sheriff's department.</p> <p>•Deputy Williams will direct all emergency vehicles and direct traffic. She will also coordinate crowd control and other security related situations, while serving as the liaison to the local police. Furthermore, she will notify his supervisor to report to the school, request additional support resources, if needed, and direct parents. •Principal and assistant principals will address the media and parents.</p>
<p><b>School Bus</b></p>	<p>•Call 911, District Office and Transportation. •School staff learns of conditions of driver and students so proper number of school personnel may go to the scene immediately. •Personnel go to the bus site with Emergency Kit. •Upon arrival, personnel calls the school to advise of the situation and request additional help if needed. •School office calls Area Superintendent and S.I.U. •Administrator on site assigns on-scene tasks, such as logging students leaving scene and with whom did they go, getting parents to sign, assisting police, assigning staff to go to hospitals with ambulances. •Principal informs media of correct information and dispel parent fears. •Counselors are notified by office staff to help at hospital sties. •Designate specific media area by roping off.</p>
<p><b>Student Sign-In/Out</b></p>	<p>•When a student arrives late at Deerfield Beach Middle, they are to report to the attendance desk . The attendance secretary signs students in and they are escorted to their classrooms. Students are given an admit slip, indicating whether the students are excused or unexcused. •Teachers are required to record attendance each period of the school day. The teachers are required to record absences. Parents are notified of their child's absence by an automatic call-out system. All absences must be reported and explained by the parent or guardian of the pupil as soon as practicable. Failure to report and explain the absence shall result in an unexcused absence.</p>
<p><b>Emergency Tech</b></p>	<p>•DBMS has a student database containing information that a staff member would want to know about each student. The information is used to confirm who is permitted to sign a student out as well as medical information, phone numbers, bus information and any other data the school needs to have in order to make sure the student is safe and the parents are well-informed.</p>

## Critical Incidents

<p><b>Visitor Intruder</b></p>	<p>•All security personnel, administrators, guidance counselors and support staff have two-way radios and are assigned to different locations both before and after school. All visitors are given visitor badge with picture ID to wear while on campus. The visitors sign in at the security desk and receive a visitor’s badge. They sign out and return their visitor’s ID upon exiting campus. Cameras view most of the campus, both inside and out. If a situation occurs security personnel can view the tapes from the cameras. If it is established by the security personnel that there is an intruder on campus, Deputy Williams is notified immediately. If the situation warrants, 911 will also be called.</p>
<p><b>Weapons Found</b></p>	<p>Students in Possession of a Weapon •Person who finds the weapon reports it immediately to an administrator while maintaining visual contact with the person in possession of the weapon. •Do not provoke person with weapon. Principals •Move students and secure the area. •Notify Deputy Williams and local law enforcement. Law enforcement takes possession of the weapon/object. •Locate, identify and document any witnesses. •Notify area office and S.I.U. Student or Staff Member Shot On Campus •Call 911, area office and S.I.U. •Call for an administrator and S.R.O. •Provide as much information as possible to law enforcement. •Do not provoke person with weapon. •Locate, identify and document any witnesses. •Initiate lock down. •Manually override bell for class change or make P.A. announcement. •Notify Area Superintendent and Community Relations Department. •Notify parents or family. General Plan Summary •Once a student is found with a weapon, the room/area is cleared. Law enforcement, administrator and SRO are called. Law enforcement takes possession of the weapon or object and identifies and documents any witnesses. Parents, area office, S.I.U. and the Community Relations Department are notified.</p>
<p><b>Weather Emergencies</b></p>	<p>•Monitor the Public Broadcasting System and the NOAA Weather Alert. •National Weather Service issues a warning or watch. •Weather alert radio is activated. •Principal makes announcement for staff to “initiate Tornado Procedures”. •Notify Safety Department. •Place adult watchers outside to monitor the storm. •Evacuate students and personnel from the portables. •Use lower floors and interior areas. •Do not use gymnasium, cafeterias and other areas with wide roof spans. •Assume the self-protective posture when instructed. •Wait for further instructions or until the “All clear” is announced.</p>

### Critical Incidents

<input checked="" type="checkbox"/> Teachers	<input checked="" type="checkbox"/> Counselors	<input type="checkbox"/> Fire
<input checked="" type="checkbox"/> Custodians	<input checked="" type="checkbox"/> Food Service	<input checked="" type="checkbox"/> Police
<input checked="" type="checkbox"/> Clerical Staff	<input checked="" type="checkbox"/> SRO	

## After School

<b>Administrator Name</b>	Shedrick Dukes
<b>Administrator Phone</b>	954-678-8391
<b>Emergency Contact Name</b>	Shedrick Dukes
<b>Emergency Contact Phone</b>	954-678-8391
<b>Agencies that use your facility</b>	not available at this time
<b>Emergency procedures told to employees</b>	All staff members were trained during faculty meetings. They will be provided a copy of the emergency reference chart #2. An administrator will be present during the afterschool hours.
<b>Emergency procedures told to parents</b>	Administrators and after school teachers will have an active list of our after care students with their contact information. Parents will be contacted by cell phone if there is a power outage.
<b>First Aid supplies location</b>	Cafetorium on stage Fish #201A
<b>List of special needs students</b>	Yes
<b>Emergency plan</b>	Yes
<b>On Call Procedures</b>	Yes
<b>Location map for after school activities</b>	Yes
<b>Employees know of Emergency Preparedness Manual</b>	Yes
<b>Safety Plan shared with After School Provider</b>	Yes

## After School Program

<b>Provider Name</b>	After School Program						
<b>School Name</b>	0911						
<b>School Address</b>	701 SE 6th Ave Deerfield Beach, FL 33441						
<b>School Phone</b>	(754) 322-3300						
<b>School Fax</b>	(754) 322-3385						
<b>Describe nearest main crossroads to this school if an emergency occurs</b>		SW 10th Ave & Federal Highway					
<b>Principal</b>	Francine Baugh	<b>Main Number</b>	(754) 322-3300	<b>Cell Number</b>	(954) 562-4295	<b>Fax Number</b>	(754) 322-3385
<b>Assistant Principal</b>	Ryan Atwood	<b>Main Number</b>	(754) 322-3300	<b>Cell Number</b>	(616) 799-0547	<b>Fax Number</b>	(754) 322-3385
<b>Provider Main Information</b>	Lisa Livingston	<b>Main Number</b>	(754)322-3300	<b>Cell Number</b>	(954) 257-2525	<b>Fax Number</b>	(754) 322-3385
<b>First Emergency Contact</b>		<b>Main Number</b>		<b>Cell Number</b>			
<b>Second Emergency Contact</b>		<b>Main Number</b>		<b>Cell Number</b>			
<b>Local Police Contact</b>		<b>Main Number</b>		<b>Cell Number</b>			
<b>Child Abuse and Neglect</b>		<b>Main Number</b>		<b>Cell Number</b>			
<b>Child Abuse and Neglect (SBBC)</b>		<b>Main Number</b>		<b>Cell Number</b>			
<b>SIU SBBC</b>		<b>Main Number</b>		<b>Cell Number</b>			
<b>School Resource Officer</b>		<b>Main Number</b>		<b>Cell Number</b>			
<b>Before and After School Child Care</b>		<b>Main Number</b>		<b>Cell Number</b>			

## Post Emergency

Do protocols exist for mental health and counseling needs	Yes	
Support Staff have reviewed Crisis Recovery from Critical Resource Manual	Yes	
Contact for coordinating counseling efforts	Lisa Livingston	
Community Agencies' Mental health resources are accessible?	Yes	
List staff protocols for stress reduction strategies/post-trauma counseling	Calling the EAP office, staff members can access the services of the Employee assistance program .	
List general protocols to address student post-trauma counseling	Assistance from the district response team. They provide counseling to teachers, students, and parents.	
List mental health/counseling follow-up protocols for post-traumatic events	Memorial Health Program will provide assistance for students who need help after a traumatic incident	
Critical Incident resources used to service students, staff, and parents	<input checked="" type="checkbox"/> Student Support Svcs	<input type="checkbox"/> Employees Assistance Program
	<input type="checkbox"/> Hospital	<input type="checkbox"/> Local Clergy
	<input checked="" type="checkbox"/> District Social Worker	<input checked="" type="checkbox"/> SIU
	<input checked="" type="checkbox"/> Psychology Services	<input type="checkbox"/> District Counselor



## Safe Team

	<b>Name</b>	<b>Backup 1</b>	<b>Backup 2</b>
<b>School Incident Commander</b>	Francine Baugh	Shedrick Dukes	Ryan Atwood
<b>Student Parent Reunion Coordinators</b>	Shedrick Dukes	Gloria Robinson	Kendra Nichols
<b>Student Supervision Coordinators</b>	Ryan Atwood	Shedrick Dukes	Marcia Powell
<b>SAFE Team Leaders</b>	Ryan Atwood	Shedrick Dukes	Marcia Powell
<b>Facilities Materials Coordinators</b>	Louis Jordan	Shedrick Dukes	
<b>First Aid Coordinators</b>	Yvette Colbert	Carol Cannariato	Cheryl Mackland

## Campus/Building Information

Total square footage of campus?	32 Acres
Number of floors for instructional or administrative building?	One floor/ One building has two
Number of stairwells in administrative building	none in the administrative bldg.
Describe location (FISH#) of campus elevators	East side of the bldg. #7 Fish #071B
Number of portables and/or modulares	11 portables and 6 modulares
Describe campus pool location	Located the right hand side of the bldg. #9.
Describe pool safety procedures	The city of Deerfield provides life guards
Where is electrical control panel for administrative building (FISH#)?	Between the cafeteria and bldg. 5 Fish#603
Where is the fire box in the administrative building (FISH#)?	Outside bldg 1. Front office mounted on the wall
Where is the gas/oil shutoff in the building (FISH#)?	SE 6th avenue by the pool parking lot
Where is the water shutoff in the building (FISH#)?	near the pool parking lot. It is painted blue
Where are the shut-off controls for the central air units? (FISH#)	104A
Where are the chemicals/controlled substances used for science lab? (FISH#)	140A /140B inside the lab prep area
Where are hazardous materials used by custodians? (FISH#)	Fish #213 behind the cafe
Where are hazardous materials used by pool maintenance? (FISH#)	City of Deerfield Beach maintains the pool

## Security Monitoring

<b>Do building(s) have CCTV/Video Surveillance System?</b>	Yes
<b>Where is the camera monitoring station located?</b>	Fish #121A / Main office
<b>How many cameras are on the school campus?</b>	45
<b>What areas do the cameras monitor?</b>	All open areas and the halls
<b>What type of recording device is used?</b>	Digital Recorder

## Vault Information

<b>Who is in charge of the school vault?</b>	Francine Baugh
<b>List all personnel who have access to the vault</b>	Francine Baugh, Gloria Mathis-Robinson
	Lisa Mitrani
	Adminstration

## Limited Mobility Students

<b>Does site have limited mobility students enrolled?</b>	Yes	
<b>Staff Designee</b>	Marcia	Werle
<b>Staff Designee Alternate</b>	Michael	Lubin
<b>List fire rescue areas (ADA standards) for LM Student evacuation</b>	1st floor students are provide classes	
<b>Do you have a list of LMS students available?</b>	Yes	
<b>Where is this list located?</b>	ESE Coordinator office	
<b>Is there an established evacuation location(s) for LMS students?</b>	yes	

## Administrator Acknowledgement

<b>Principal</b>	Francine	Baugh
<b>Staff who assist in school development planning</b>	Francine	Baugh
	Ryan	Atwood
	Louis	Jordan
<b>Administrator Submitting Report</b>	Ryan	Atwood
<b>Administrator's Title</b>	Assistant Principal	
<b>Report Date</b>	11/5/2015	
<b>Initials</b>	RA	
<b>Comment</b>		