



Emergency Readiness
 Lexington Public Schools
 February 26, 2013




Update

- Readiness and Emergency Management for Schools Advisory Committee
- Creating Safe Schools Web Site
- REMS Advisory Committee January 2013 Recommendations
- Next Steps



REMS Advisory Committee

- **Charge:** A committee of the Superintendent, whose purpose is to review training of school district staff, update school safety practice and procedures, and review events and response capabilities impacting school safety.
- **Meeting Calendar:** January, July, and August district training of each calendar year



REMS Advisory Committee

- Membership includes representatives from
 - o Superintendent's Designee: Asst. Supt for Finance and Business Operations, and Director of Student Services
 - o School Lead Nurse,
 - o Police,
 - o Fire,
 - o Town Manager Designee,
 - o Board of Health,
 - o Human Services - Youth Services,
 - o Department of Public Facilities, and
 - o Three parent representatives



Creating Safe Schools website

- Funding and development provided by the Readiness and Emergency Management for Schools grant;
- Includes input and content from various constituencies within the school district, other REMS school districts, state and federal agencies;
- Updated as need for information and practice changes.



Look for and bookmark link from any school home page

CREATING SAFE SCHOOLS

LPS Home Safety Home Parents Students Teachers News Media Resources About

Information for the News Media

The news media plays an important role during an emergency. The news media can broadcast important information to parents and guardians, students, teachers, and the community at large. Reporters should contact the Lexington Public Schools Superintendent to obtain official information regarding any incident within the district.

Guidance for Reporters During Emergencies

- Follow the instructions of police and fire officials and do not impede the flow of traffic around schools.
- Contact the Superintendent's office for official information and to request an interview.
- Please do not disturb the learning environment.
- Please respect the privacy of those involved.

If an incident occurs within the school district, the Superintendent will designate a spokesperson to make public statements to the news media. Others may be assigned to coordinate requests for interviews, to prepare press releases, and to assist with the district's communications needs.

We ask representatives of the news media to respect the privacy of school children and others involved in an incident. Please do not enter schools without first obtaining permission from the school's principal.


To obtain information about Lexington Public Schools, please contact the Superintendent's office. Please provide your name and contact information, including telephone numbers and email address, so that we may contact you or send you press releases.

A directory of information for Lexington Public Schools is available from the [Massachusetts Department of Education](#).

REMS Advisory Recommendations


- Institutionalize Annual Crisis Team Training (every August)**

Tentative Agenda 2013:

 - Speaker on new trends in school safety from North Eastern Massachusetts Law Enforcement Council (NEMLEC)
 - Crisis Team Review [Emergency Operations Plan](#) and the [Emergency Procedures](#) (classroom guide);
 - Conduct simulations for "Secure and Hold/Lockdown procedures;" and
 - Debrief and provide feedback for additional training, resources, or other needs for improving school safety.

REMS Advisory Recommendations

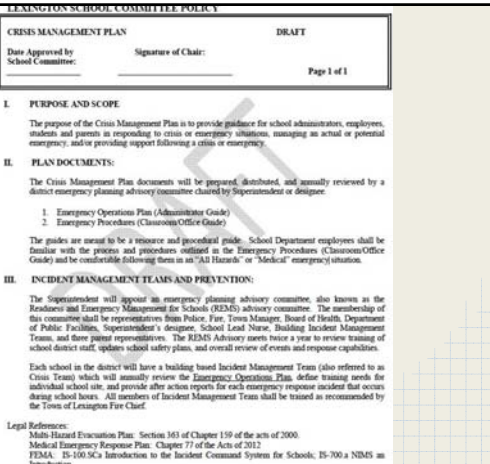
- Update Emergency Operations Plan (admin) and Emergency Procedures (classroom/ office guide) for Automated external defibrillator (AED) locations in schools**
- Admin Council, Police, and Fire review use of quarterly fire drills and semi-annual bus evacuation drills by adding an annual "Lockdown/Secure and Hold" drill to emergency response planning.



REMS Advisory Recommendations

- 4. Principals, DPF, and School Administration review and update visitor entrance procedures; and
- 5. Recommendation for Crisis Management Plan policy to be in compliance with the Commonwealth's Multi- Hazard Evacuation Plan, and the Medical Emergency Response Plan requirements for schools.





Next Steps

- 1. Schedule Policy Sub-Committee review of and readings for recommended change in School Committee Crisis Management Plan policy.
- 2. Commit funding for annual Crisis Team Training in August 2013.
- 3. Request funding for replacement of clock and bell/public address systems post assessment



Next Steps

4. Provide time for the administrative team with an invitation to DPF, Police, and Fire, as necessary, to work with recommendations of the REMS advisory committee and questions from the parent community.
5. Continue to formalize process, procedures, and protocols around all aspects of school safety.



Thank You