

Campus Safety CONFERENCE CSC

AT EDspaces
Designing the Future of Education
Pittsburgh, PA | November 3-5, 2021

HOT TOPIC: Benefits of Using the ICS Form

Gary L. Sigrist, Jr.
CEO and President
Safeguard Risk Solutions LLC

#CSCatEDspaces



CampusSafetyConference.com

Housekeeping

- Cellphones on vibrate or silent
- Access to the presentation
- Q&A
- Evaluations
- Social Media
- Special Announcements

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CampusSafetyEvents



CampusSafetyEvents



CSEventTweets



CampusSafetyConference

Ohio University

1982 BS Elementary Education

University of Dayton

1988 MS Educational Leadership

Safeguard Risk Solutions

CEO and President

Safety Director

South-Western City Schools

Monitored Homeland Security Grant

Developed School Safety plans that are NIMS compliant using ICS

In-service Training

8th Grade Science Teacher

Police Officer

Adjunct Professor

Specialized Training

Hostage Negotiator

Critical Incident Stress Management

Gang Intelligence

Workplace/School Violence

Quick Action Deployment (QUAD)

DHS LASER Instructor

Stranger Abducted Children

A.L.i.C.E. Instructor

Threat Assessment

C.R.A.S.E. Instructor

A.S.E.R. Instructor

Liability Issues-Schools

Juvenile Sex Crime Investigations

School Resource Officer

Hostage/Suicide Intervention in the Schools

Active Shooter Instructor

Juvenile Sex Crime Investigator

Core Criminal Investigation Training

DHS S.P.O.T. Instructor

FEMA Multi-Hazards for Schools

Explosives

SORAT Instructor

Attendees Will:

- Review HSPD 5 and 8 and what it means to schools/districts
- Learn how to use ICS forms to plan common events at their school/district
- Use the training they learned during the Hot Topic to create ICS Plans for their school/district using ICS forms

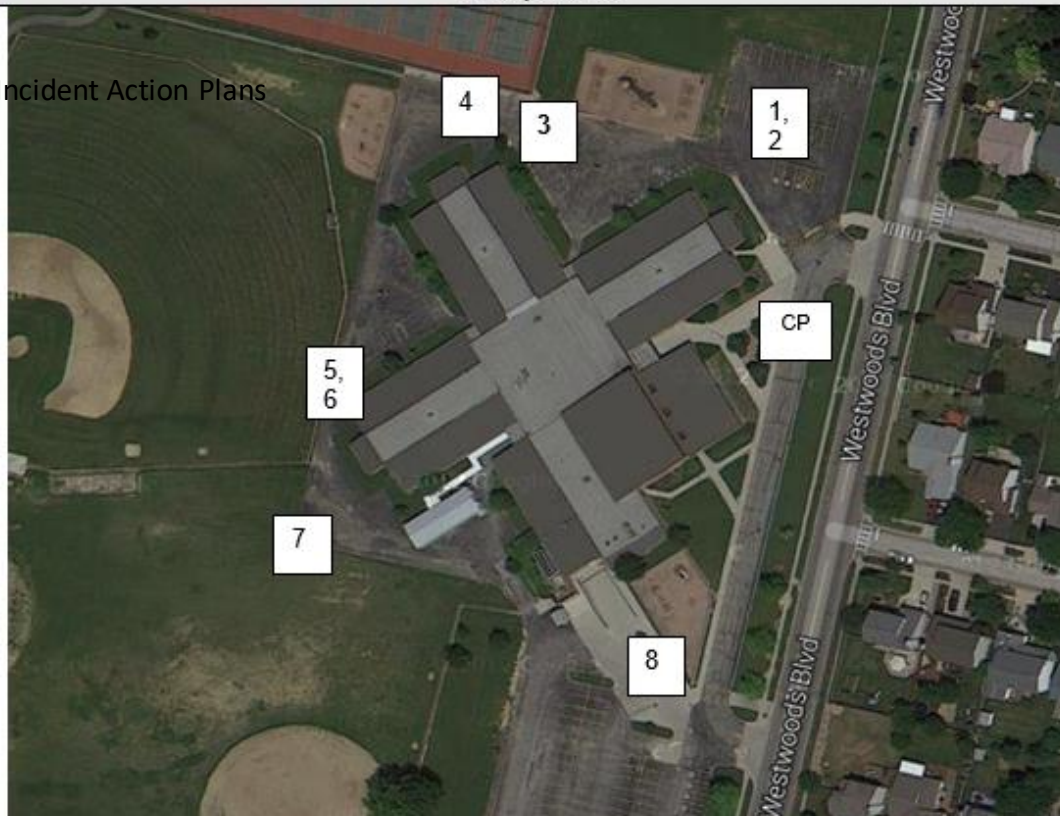
Site Based ICS Plans

ICS Form 201

Action Plans	1. Incident Name Fire Drill	2. Date Prepared September 2017	3. Time Prepared
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4. Map Sketch

Incident Action Plans



EVACUATION SECTIONS

<u>Section 1</u>	<u>POD 100 (rooms 101, 102, 108, 109)</u> Christy Witt, Kelley McKinney
<u>Section 2</u>	<u>POD 100 (rooms 103, 104, 105, 106, 107)</u> Lindsey Geese, Connie Davis, Dawn Vittitow-sweeps hallway
<u>Section 3</u>	<u>POD 200 (rooms 201, 202, 208, 209)</u> Courtney McCray, Jonathan Seese, Beth March, Mary Lyons, Susie Evans, Rhonda Hendershot- sweeps hallway
<u>Section 4</u>	<u>POD 200 (rooms 203, 204, 205, 206, 207)</u>
<u>Section 5</u>	<u>POD 300 (rooms 301, 302, 308, 309)</u> Jenny Shelton, Elin Seren, Lauren Severt, Sarah Hull, Hannah Cather, Jennifer Owens, Cady Cremeans, Eliza Graber- sweeps hallway
<u>Section 6</u>	<u>POD 300, (rooms 303, 304, 305, 306, 307)</u>
<u>Section 7</u>	<u>Music, Art, 701, 702</u>
<u>Section 8</u>	<u>Preschool, STACK, Phys. Ed., Café Staff</u>

Main Hallway Sweep- Greg Heimbush

Command Post Heidi Weiss, Melissa Morrow, Sheralyn Dunn, Doris McKenzie, Maggie Beard, Sinda Becker, Dani Bronkema

Walkie Talkies Tammy DeMatteo (Sheralyn Dunn), Tina Ventresca (Sheralyn Dunn), Greg Heimbush (Jenny Shelton), Brian Novar (Sheralyn Dunn)

NO RUNNERS...IF YOU HAVE CHILDREN WITH YOU FOR TITLE I/TESOL/INTERVENTION—YOU MUST

Standard Operating Procedures

1. Any Staff member who believes there is a danger from fire, smoke, or a chemical release in the building is authorized to activate the fire alarm to evacuate the building. As soon as possible, the staff member will notify an administrator of the event leading to the evacuation.
2. Staff members in a class will proceed to the nearest exit with their students. Staff members will take their class roster to take attendance. Staff members will take their students to the designated area of the building based on their room location.
3. Staff and students in the cafeteria will evacuate the building to their designated section. One staff member will be the last to leave the area and make sure the cafeteria is vacant. Classes will proceed to their designated section and section leaders will follow procedure.
4. If an alarm is pulled during class change, staff members will clear their classrooms and the hallways, directing students to their designated section.
5. Teachers who are on their planning period will exit the building and proceed to where their homeroom is located or to their designated section.
6. Once all students and staff members have exited the building, attendance will be taken by staff members in class at the time of the evacuation. Missing students will be reported to the persons responsible for the area.
7. The custodian will be responsible for checking hallways and common areas.
8. The school nurse/med monitor will remove the medicines from the clinic and take them to the Command Post.
9. In the event of an extended drill/event that require students and staff to remain outside during inclement weather, after attendance and if possible, everyone will proceed to the Westland Rec Center. Staff members will be placed in an assigned area and must stay with their students.
10. No one will be allowed back in the building until given the "All Clear" by the incident commander.

UNIT LOG	1. Incident Name Fire Drill	2. Date Prepared 08/21/2017	3. Time Prepared 9:00 AM
4. Unit Name/Designators [REDACTED]	5. Unit Leader (Name and Position) Brian Novar		6. Operational Period [REDACTED]
7. Personnel Roster Assigned			
Name	ICS Position	Contact Numbers	
Brian Novar	Incident Commander	614-307-6050	
Mike Towne	Deputy Commander	614-825-4798	
Anna Ford	Resources	614-871-4350	
Heidi Wess	First Aid	614-406-9597	
Dawn Vittitow	Student Care	614-805-5035	
Jenny Shelton	Student Care	614-895-9119	
Greg Heimbusch	Safety	614-588-4845	
Lindsey Geese	Accountability	614-353-3842	
Courtney McCray	Accountability	614-779-1603	
Meridith Finnigan	Accountability	614-595-2680	
Hannah Cather	Accountability	614-506-2939	
8. Activity Log			
Time	Major Events		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		

Specific Assignments

Incident Action Plan Safety & Risk Analysis Form, ICS 215A

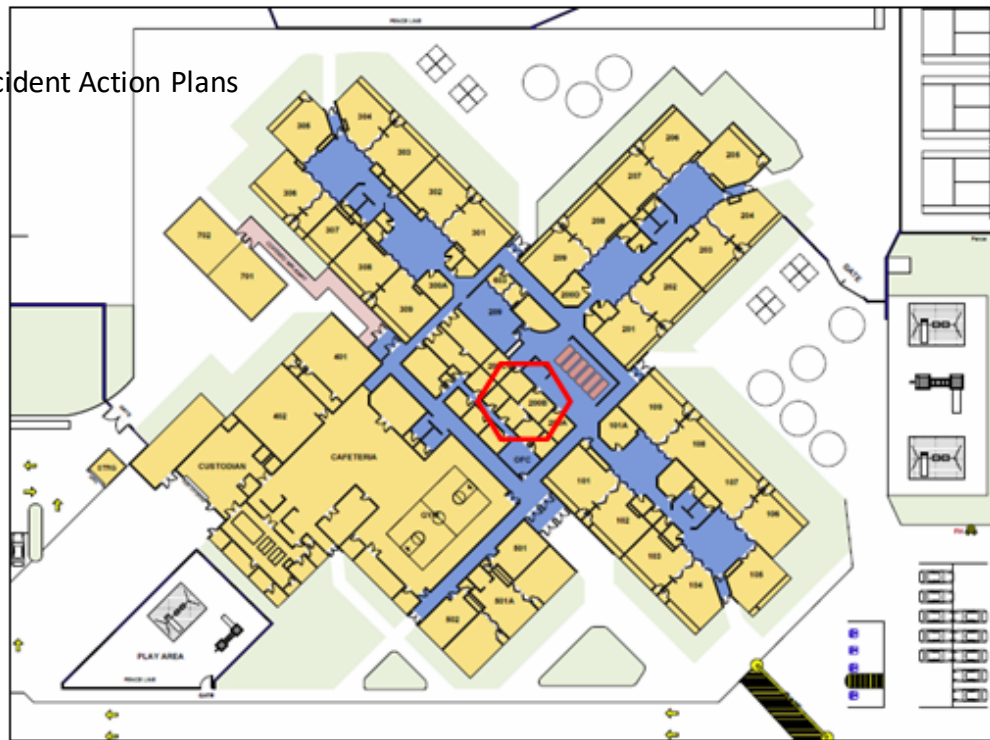
INCIDENT ACTION PLAN SAFETY ANALYSIS		1. Incident Name		2. Date	3. Time
Area	Potential Hazards			Mitigations (e.g., PPE, buddy system, escape routes)	
<p>This plans covers your procedures for students and staff with any ADA concerns. This is critical and mandatory for both the US Department of Education and the US Department of Homeland Security</p>	Type of Hazard:	Type of Hazard:	Type of Hazard:		
Students with wheelchair mobility				One on One aide is responsible for student exiting from building.	

ICS Form 201

Action Plans	1. Incident Name Intruder Plan	2. Date Prepared 09/01/17	3. Time Prepared
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4. Map Sketch/

Incident Action Plans



Command Post will be in the office area if possible. However, if the Incident

Standard Operating Procedures

1. Best Practices is to keep door locked even if your door is open.

2. Emergency is initiated from the office will come over the PA system "Shooter/Intruder in the building" (note location of intruder if known)

In the event of a need to conduct an emergency exit of the school building the following will apply:

1. An alert will be made notifying students and staff members that an INTRUDER is in the building.

Specific Building Procedures

The following announcement will be made over the public-address system "Shooter/Intruder in the building" If the public-address system is not available then other means should be used. Examples of this would be, but not limited to, a whistle being blown repeatedly, a horn being blown or a staff member yelling down the halls "SHOOTER, SHOOTER, SHOOTER". If a whistle or horn is used it will be followed with the person yelling "SHOOTER, SHOOTER, SHOOTER". STAFF MEMBERS WILL ASSESS THE SITUATION AND EITHER EXIT THE BUILDING WITH THEIR STUDENTS OR BARRICADE THE DOOR IN ORDER TO GET TIME TO EXIT THE WINDOW.

A very important note should be made that permission to initiate an emergency exit or Stay in Place does not have to be made by an administrator or need the approval of an administrator. If a staff member has knowledge of a situation that requires an emergency exit, that staff member should alert everyone. When, and if possible, the staff member then should get word to an administrator or the police by calling 911

If the situation is outside your location, barricade to get time to exit through the window.

Teachers of Room _01 and _09 shall immediately pull gates for respective POD and lock. If the gates are not an option GET OUT!! EXIT THE BUILDING

If outside on the playground, move students to Aldis and call 911. Staff and students will reassemble in the Aldis parking lot or inside the store.

Once you have been directed to evacuate, this should be done quickly and quietly. You should direct your students to the evacuation center which is Aldis. Once at the evacuation center assemble in the parking lot

2. A Stay in Place means there is no immediate threat to safety, when a “STAY IN PLACE” is called it means all students/staff remain in their classrooms.

Anyone, students and staff in the hallways should immediately go to their classroom

3. A “SECURED PERIMETER” means that there is some police activity in the area, and students and staff should remain indoors. Staff that are in the portable classrooms will quickly enter the building and go directly to the library until further notice. School activity may continue, however all outside doors are to remain closed and locked. No one may enter or exit the building until the lockdown has been cleared.

Specific Building Procedures

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Specific Assignments

Incident Action Plan Safety & Risk Analysis Form, ICS 215A

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ICS Form 201

Action Plans	1. Incident Name Tornado/Severe Weather	2. Date Prepared 09/01/17	3. Time Prepared
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4. Map Sketch/

Incident Action Plans



Tornado Watch – Conditions exist for a tornado to form.



Standard Operating Procedures

1. In the event of a Tornado or Severe Weather Warning, have your radio on the District Emergency Channel.
2. Make sure your weather radio is working.
3. When you hear there is a tornado or severe weather warning, immediately move your students in the marked rooms to safe areas.
4. During a drill, teachers and students in safe rooms do not need to move to the floor. However, in the event of a building fire, they should sit on the floor close to the walls.
5. **Although you may allow parents into the building and into safe areas, students are not to leave the building during a Tornado or Severe Weather Warning.**
6. Once the Tornado or Severe Weather Warning is over, you will be notified over the District Emergency Channel to resume normal activities.
7. During an actual event, cooks must turn off all open flames and heat sources.

Specific Building Procedures

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Other Plans Needed

Plans for sporting events

- Indoor Events

- Outdoor Events

Plans for after school activities

- Concerts

- School Plays

Plans for groups using your facilities

- Scouts

- Youth Sports

Resources:

Word Documents of plans

Drafts for After Hours Events

Sample ICS Plans as a guide

Levels of Response

Gary L. Sigrist, Jr.

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gary@safeguardrisksolutions.com

(Seriously. Call or email me!)

Reminders

- Access to the presentation
- Evaluations
- Social Media
- Special Announcements

**Connect with us on social media
and use #CSCatEDspaces**

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