

Establishing a Process to Test/Inspect/Verify Safety & Security Procedures, Systems and Infrastructure

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EDUCATION • SAFETY • SECURITY



Welcome to Today's Session!



Introductions



Review the "Why"



Review Learning Objectives



Conduct Small Group Breakout/Discussion

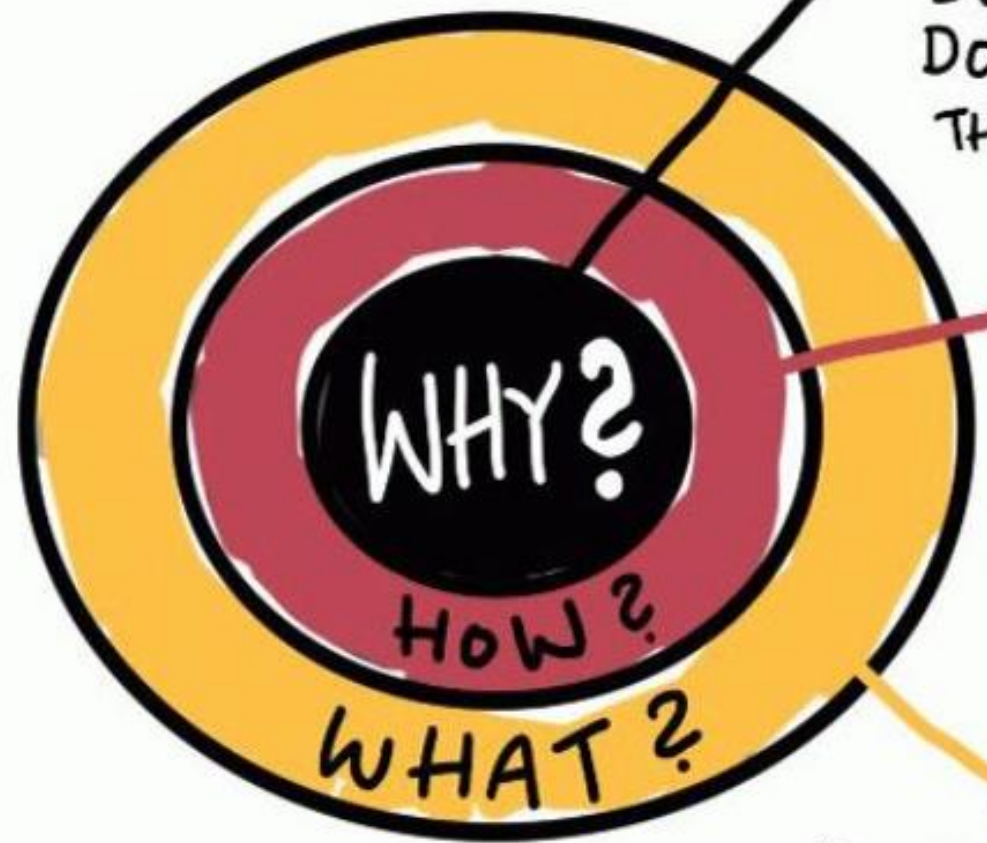


Share Process Framework, PASS and WSSCA Information



Questions

GOLDEN CIRCLE

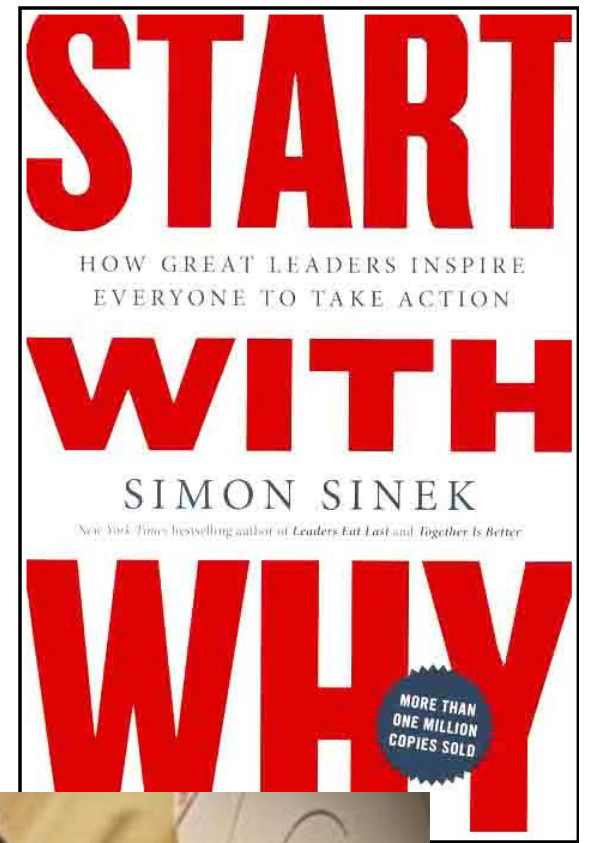


WHY DO YOU DO WHAT YOU DO? WHAT'S THE PURPOSE?

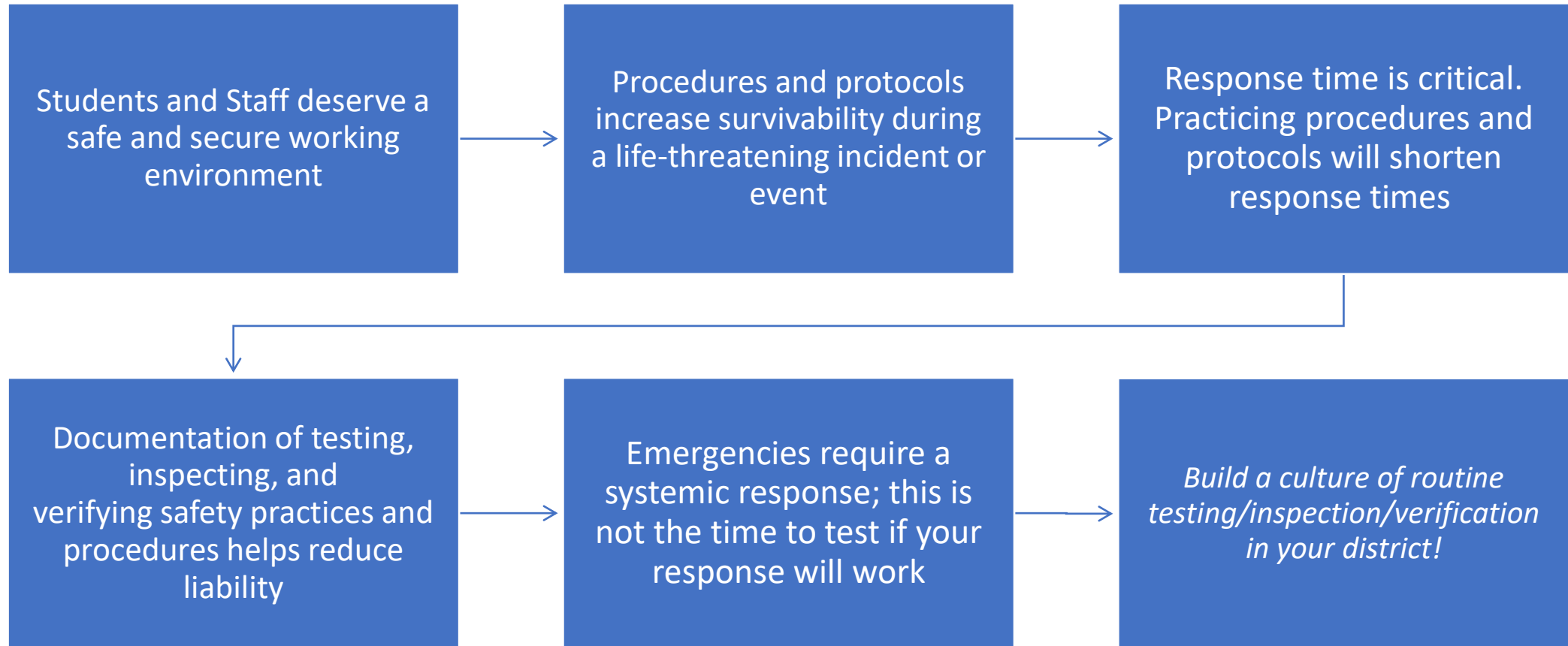
HOW DO YOU DO WHAT YOU DO?

WHAT DO YOU DO?

IDEA: SIMON SINEK



Why is establishing a Testing/Inspection/Verification Process important?



Interim Conclusions - Investigative Committee On The Robb Elementary Shooting Report – Communications & Lockdown Alerts

Poor wi-fi connectivity in Robb Elementary likely delayed the lockdown alert through the Raptor application.

Once the alert was sent, **not all teachers received it immediately for a variety of reasons including wi-fi coverage**, whether the teacher used the Raptor phone application (as opposed to logging in through a web browser), and whether the teacher was carrying a phone at the time.

No one used the school intercom as another means to communicate the lockdown.

As a result, not all teachers received timely notice of the lockdown, including the teacher in Room 111.

Interim Conclusions - Investigative Committee On The Robb Elementary Shooting Report

Doors and locks:

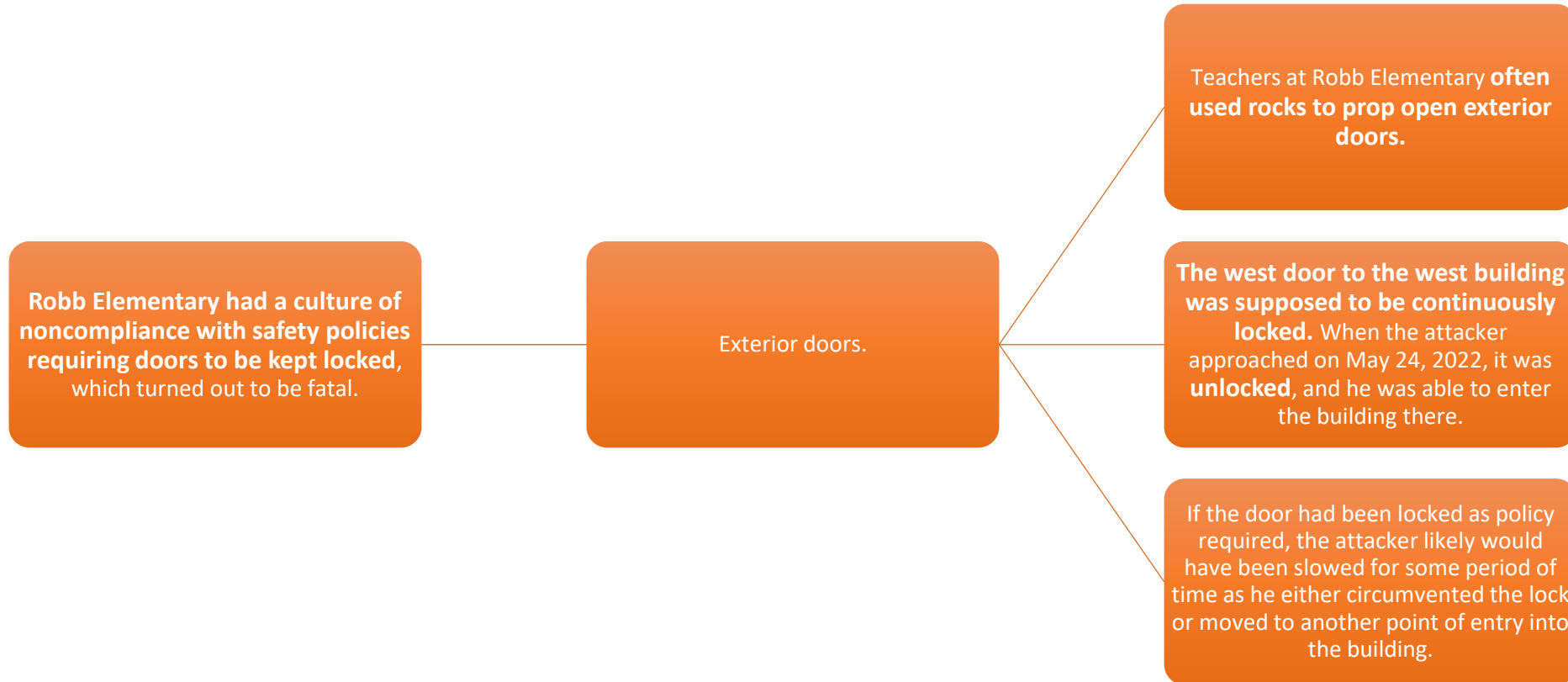
Robb Elementary had recurring problems with maintaining its doors and locks.

In particular, the locking mechanism to Room 111 was widely known to be faulty, yet it was not repaired.



1. The Robb Elementary principal, her assistant responsible for entering maintenance work orders, the teacher in Room 111, other teachers in the fourth grade building, and even many fourth grade students widely knew of the problem with the lock to Room 111. Nevertheless, no one placed a work order to repair the lock - not the principal, her secretary, the teacher to Room 111, or anyone else.

Interim Conclusions - Investigative Committee On The Robb Elementary Shooting Report –*Doors & Locks Continued*



Interim Conclusions - Investigative Committee On The Robb Elementary Shooting Report –
Doors & Locks Continued
INTERIOR CLASSROOM DOORS

Teachers at Robb Elementary commonly left interior doors unlocked for convenience, and they also used magnets and other methods to circumvent door locks.

The doors to Rooms 111 and 112 were required to be locked at all times, and in a lockdown, the teachers were supposed to check that they were locked.

Learning Objectives

Understand

Understand why establishing a process for safety checks in a building is important and critical to safety

Analyze and identify

Analyze and identify potential safety threats in school buildings and school grounds

Discuss and understand

Discuss and understand various strategies and methods to use to inspect, test, and verify safety procedures

Increase

Increase familiarity with the Partner Alliance for Safer Schools (PASS) and Wisconsin School Safety Coordinators Association (WSSCA)

Small Group Discussion & Share Out (15 minutes)

What are the current safety and security procedure or checklists used in your school district?

Who is responsible for completing these checklists?

Who verifies that they are actually completed?

What is the process when a safety or security function does not work? (Ex- broken lock or door handle?)

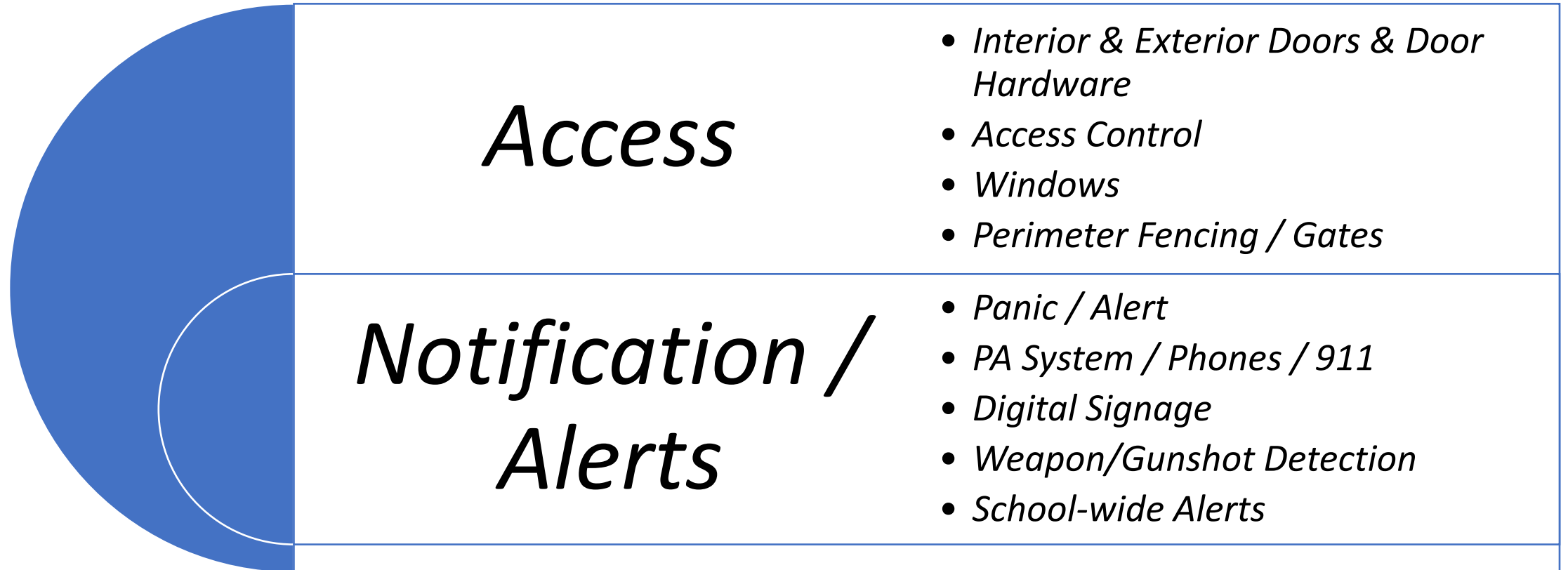
What types of safety training are offered in your district? Who are they offered to?

What areas does your district need to focus on or complete next?

Framework: Process Protocols / Steps

Identify	Identify Component Categories
Determine	Determine Testing/Inspection/Verification Methodology
Determine	Determine Testing/Inspection/Verification Frequency
Develop	Develop Checklist and Reporting Procedures

Framework: Testing/Inspection/Verification Component Categories



Framework: Testing/Inspection/Verification Component Categories

Communication / Interoperability

- *Radio*
- *Cellular Coverage*
- *Operational*

Technology

- *Wifi / Internet*
- *Device access*
- *Dead Spots*

Framework: Testing/Inspection/Verification Component Categories

Surveillance / Video

- *Operational cameras*
- *Video recording storage*
- *Video accessibility*

Electrical

- *Backup Power (to operate critical systems)*
- *Interior emergency lighting*
- *Exterior lighting*
- *Solar lighting*

Framework: Testing/Inspection/Verification Component Categories

Life Safety

- *Fire Alarms*
- *AED's*
- *Stop the Bleed kits*

Other

- *“Go” kits*
- *Classroom Emergency kits*
- *Facility Mapping / Evacuation Routes / Shelter Areas*
- *SDS Access*

Framework: Testing/Inspection/Verification Component Categories – Procedures/Protocols

Visitor Management

Door Locking

Student Accountability

Staff Accountability

District Wide Consistency

Framework: Testing/Inspection/Verification Methodology

In-house

- *School staff (admin, teachers and/or custodial/facilities)*
- *District staff*
 - *- Facilities Department*
 - *Technology Department*

Contracted

- *Service Providers / Integrators*
- *WSSCA*

Local Emergency Providers (Law Enforcement / Fire Dept)

Framework: Testing/Inspection/Verification Frequency / Cycles

NOTE: Frequency/cycle will vary based on the component or procedure being tested/inspected/verified.

Summer / Prior to Beginning of the school year

Daily / Weekly

Monthly

Quarterly

Mid-year / Semester

Prior to End of the School Year

Campus Safety 2022 Access Control and Lockdown (Survey) Deep Dive

Figure 1: How often does your organization conduct site assessments to identify security vulnerabilities?

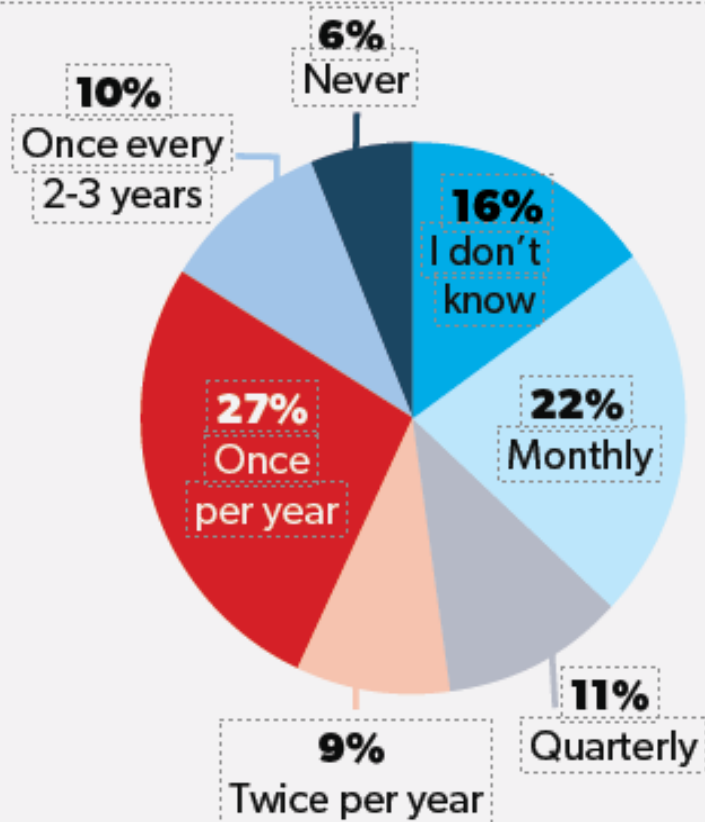


Figure 2: When's the last time your campus conducted a security site assessment?

	All	K-12	Higher Ed
This month	23%	33%	13%
Last month	12%	11%	9%
3 months ago	9%	9%	9%
6 months ago	12%	13%	11%
A year ago	11%	14%	5%
2 years ago	4%	3%	6%
More than 2 years ago	8%	3%	12%
We've never conducted a security site assessment	3%	3%	5%
I don't know	18%	10%	31%

Framework: Testing/Inspection/Verification Documentation & Reporting

Checklist

- *Who / Where / When*
- *Verify/document operating condition / procedural compliance*
- *Review and administrative sign-off*
 - *School level - Principal?*
 - *District level - Facilities, Technology or Safety/Risk Mgmt.*

Reporting Deficiencies / Noncompliance

- *Use existing Facilities / IT Workorder Process*
- *Are correcting deficiencies given priority?*
- *Create a separate process*

What is the Partner Alliance for Safer Schools (PASS)?



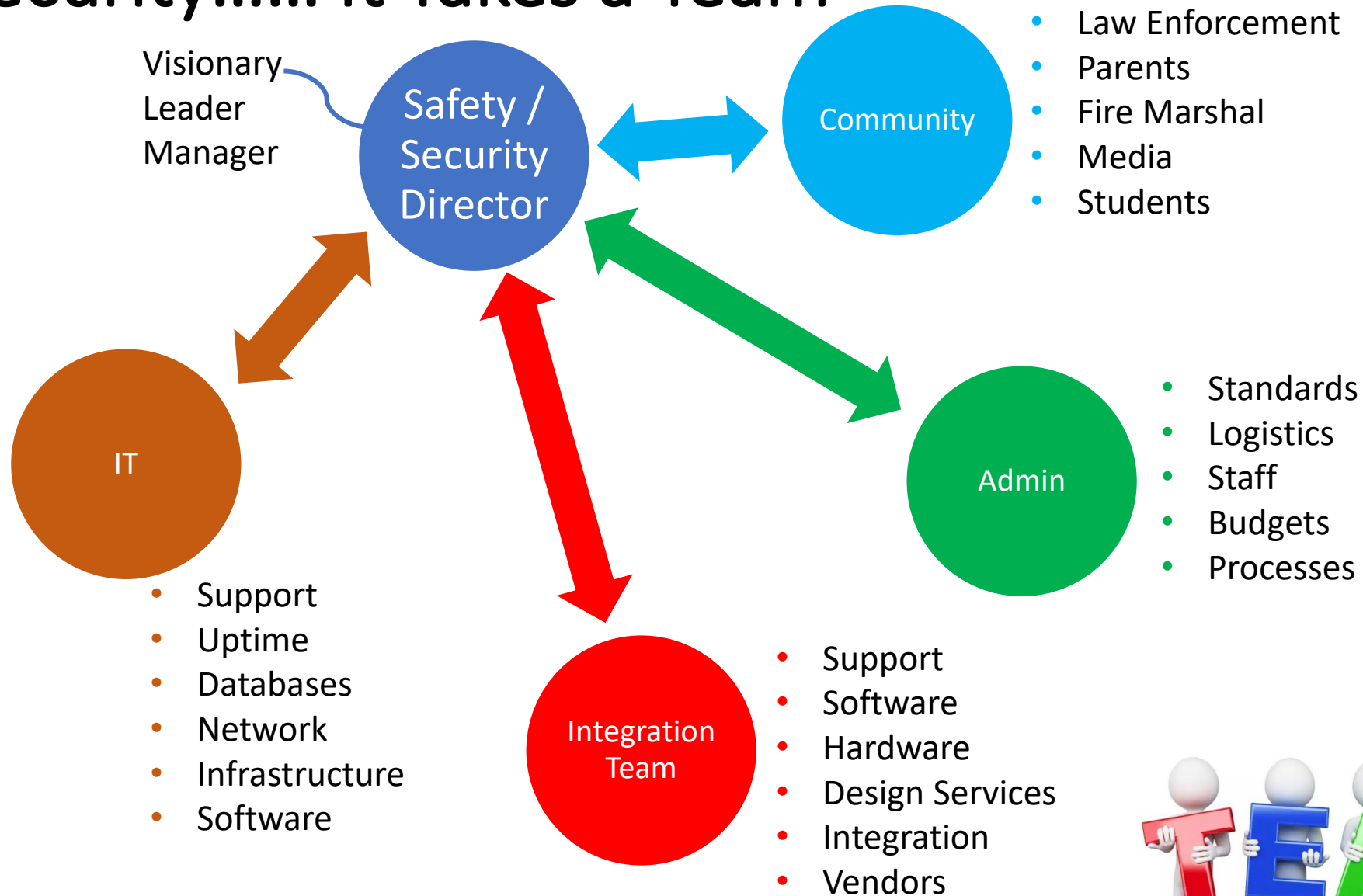
A not for profit coalition of organizations and individuals from the **education**, **public safety** and **industry** communities, brought together to develop and support best practice recommendations for school safety and security across multiple disciplines.

passk12.org

Integrated Safe Schools - Solutions Complexity

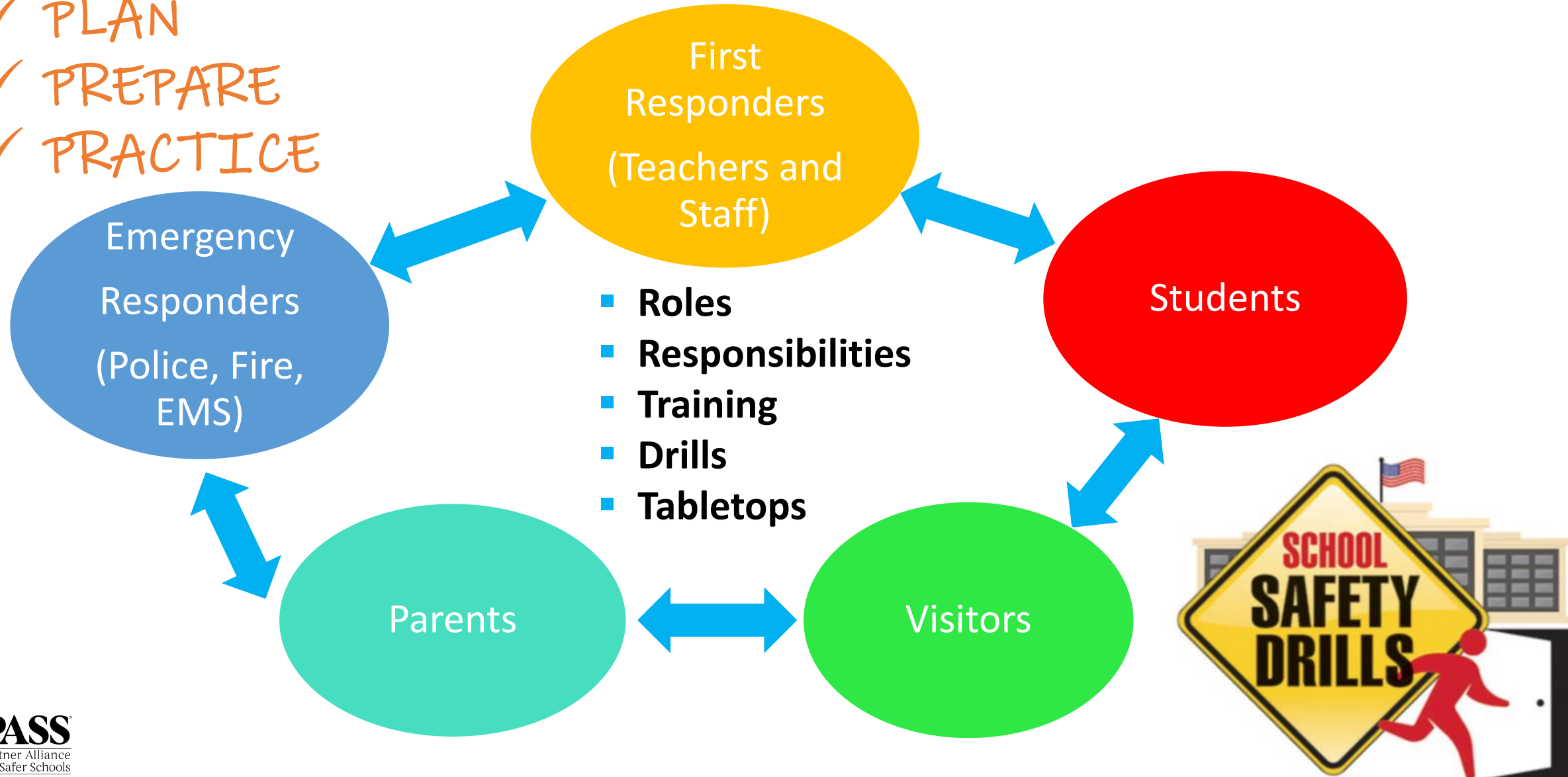


Security..... It Takes a Team



District Wide - People and Procedure Challenges

- ✓ PLAN
- ✓ PREPARE
- ✓ PRACTICE



PASS Safety & Security Guidelines

PASS GUIDELINE USES

- Supports Risk Assessment
- Aids in Development of Comprehensive Security Plans
- Assists with Grant Proposals
- Establish School Safety/Security Standards
- Avoiding Pitfalls



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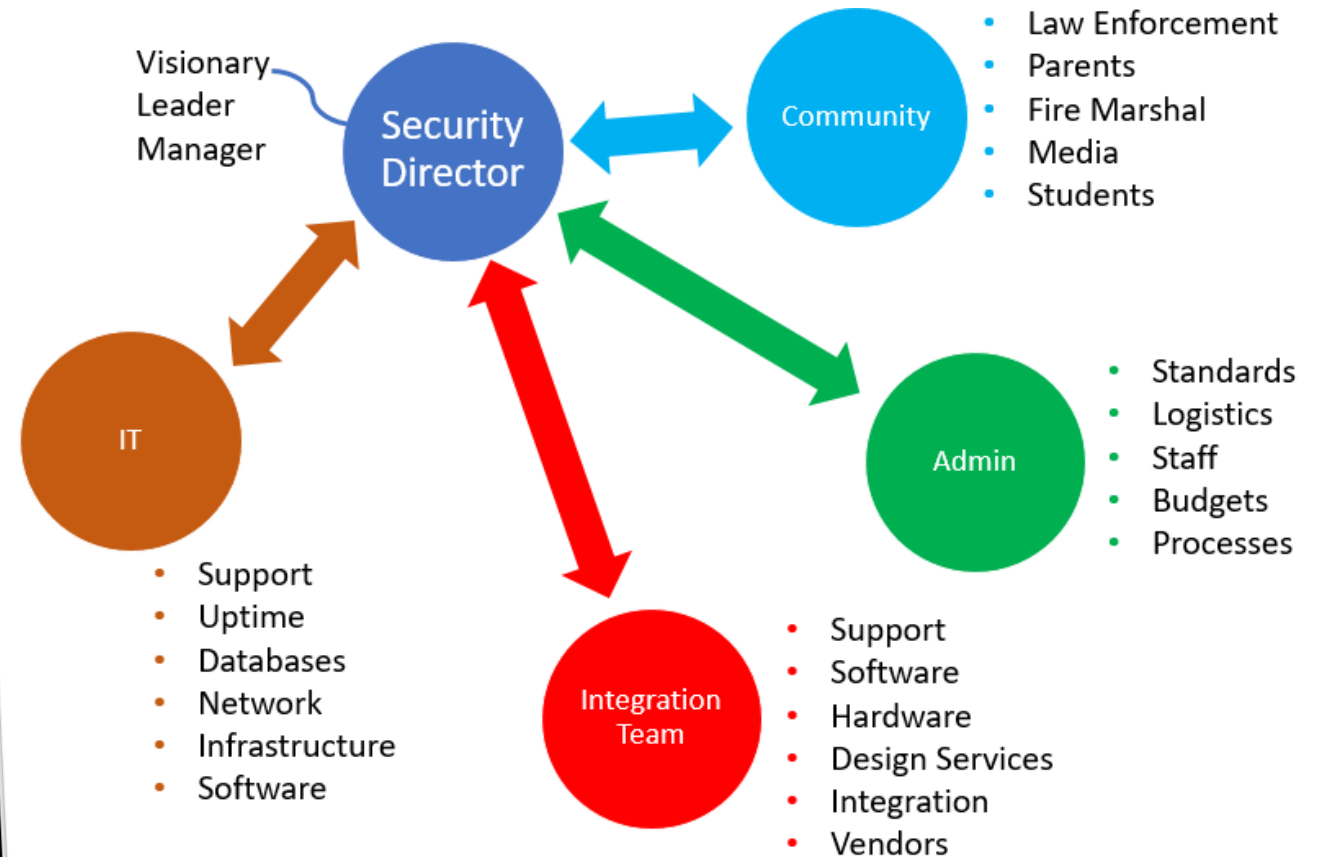
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2 Safety and Security Guidelines for K-12 Schools | 5th Edition
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PASS Guidelines to Formulate a Comprehensive Plan – Step by Step

Step 1 – Assemble a Team



PASS Guidelines to Formulate a Comprehensive Plan – Step by Step

Step 2 – Risk Assessment

- Most buildings across the district will have unique risk profiles

The screenshot displays a risk assessment interface. At the top, there is a list of risk levels with their corresponding descriptions and actions:

Score Range	Level	Description	Action
3 - 5	Monitor	Look to improve at next review or if there is a significant change.	Choose colour / Remove
6 - 12	Action	Review existing controls and make any improvements identified within a specified	Choose colour / Remove
15 - 16	Urgent action	Take immediate action and stop activity if necessary, maintain controls rigorously.	Choose colour / Remove
20 - 25	Stop	Stop activity and take immediate action.	Choose colour / Remove

Below this list is a '+ Add risk' button. The main part of the interface is a 'Matrix' table with the following structure:

	Very unlikely	Unlikely	Fairly likely	Likely	Very Likely
Catastrophic	5	10	15	20	25
Major	4	8	12	16	20
Moderate	3	6	9	12	15
Minor	2	4	6	8	10
Insignificant	1	2	3	4	5

At the bottom left of the matrix are 'Save' and 'Cancel' buttons. A small note at the bottom right states '* indicates mandatory field'.

PASS Guidelines to Formulate a Comprehensive Plan – Step by Step

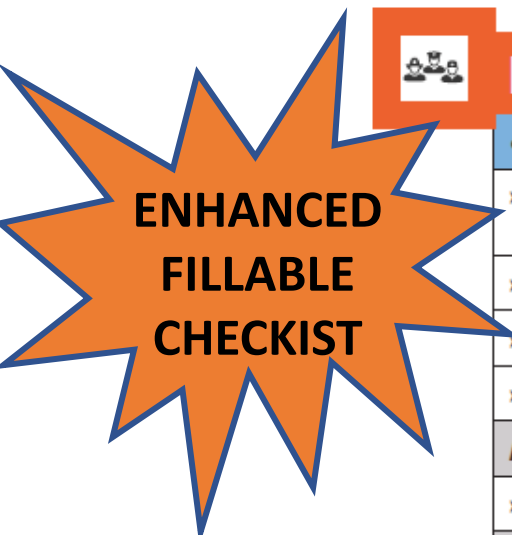
Step 3 – Building Assessment by Layer

- Use PASS Checklist by Building and by Layer
 - District Wide Layer
 - Property Perimeter Layer
 - Parking Lot Layer
 - Building Layer
 - Classroom Interior Layer

LAYER/COMPONENTS/BEST PRACTICES	TIER 1	TIER 2	TIER 3	TIER 4	Status	Year	Notes
DISTRICT-WIDE							
• VIDEO SURVEILLANCE							
» Use and Data Retention Policy	✓	✓	✓	✓			
» MOUs with Law Enforcement for Sharing Video Data	✓	✓	✓	✓			
» Incorporation of Video Surveillance Into Emergency Response Plans	✓	✓	✓	✓			
» Camera Standardization		✓	✓	✓			
» Recording System Standardization			✓	✓			
» Video Verification of Alarms to Monitoring Service or Security Operations Center (SOC)				✓			

PASS Guidelines to Formulate a Comprehensive Plan – Step by Step

Step 4 – Establish Documents and Budgets Based on Checklist Selections

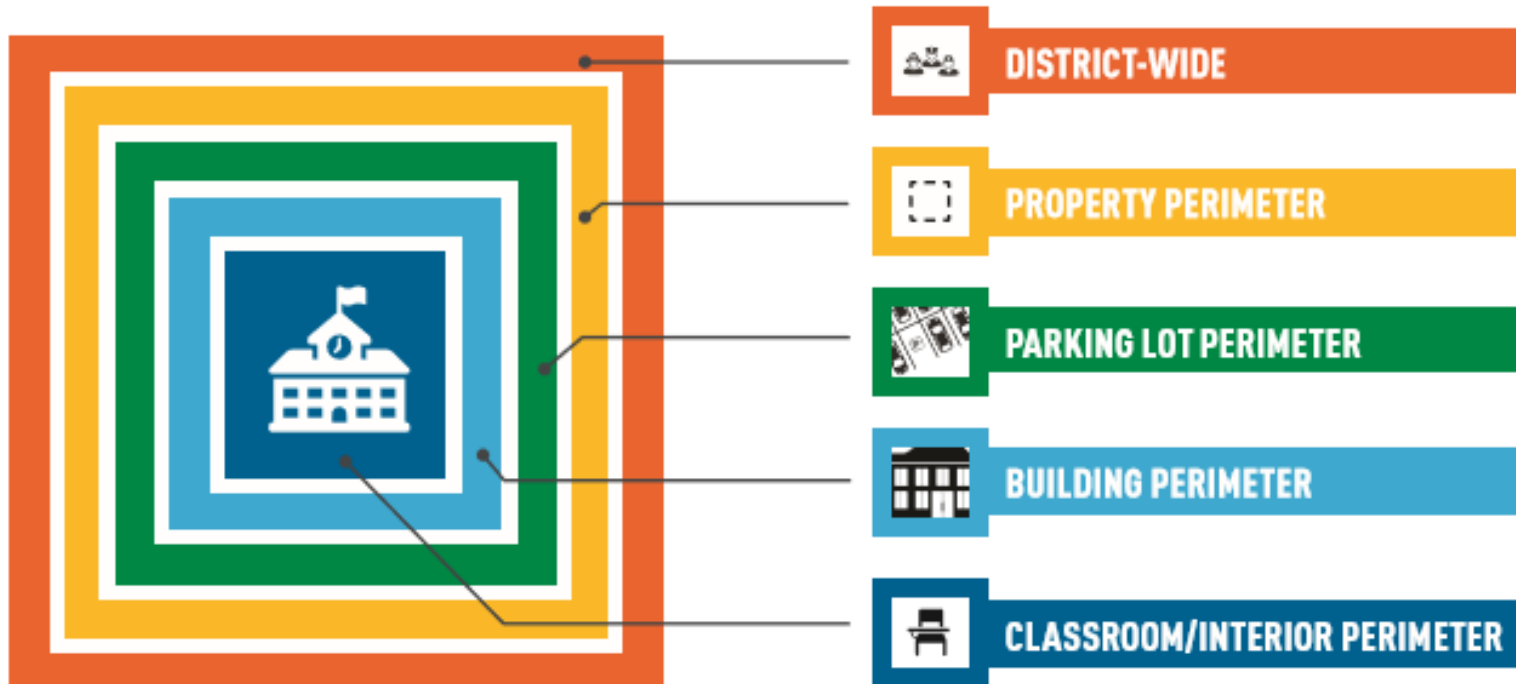


	TIER 1	TIER 2	TIER 3	TIER 4		STATUS	YEAR	NOTES
DISTRICT-WIDE LAYER								
• ACCESS CONTROL								
» Emergency Building Access System for Fire/Emergency/Law Enforcement (Rapid Access Credential Vault)	✓	✓	✓	✓		▼	▼	
» Access Control System Equipped With Remote Door Release Capability			✓	✓		▼	▼	
» All Command Staff Possess Keys and/or Access Credentials			✓	✓		▼	▼	
» Electronic Access Control for IDF & MDF Rooms w/Key Override				✓		▼	▼	
AUXILIARY BUILDINGS								
» Implement Security Plan Specific to Auxiliary Buildings	✓	✓	✓	✓		▼	▼	
TRANSPORTATION								
» Interoperable Radio System for All Buses and School Vehicles	✓	✓	✓	✓		▼	▼	
» GPS Tracking System for All Student Transportation Vehicles	✓	✓	✓	✓		▼	▼	
» Bus Video Surveillance System		✓	✓	✓		▼	▼	

Layered Security

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GUIDELINES**

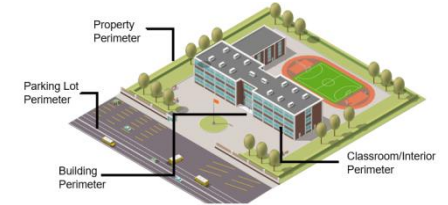
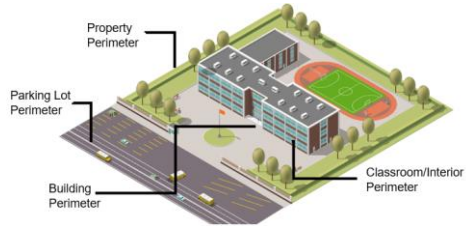
LAYERS OF PROTECTION



Deter, Detect, Delay

School Perimeter Layers

District Wide Perimeter

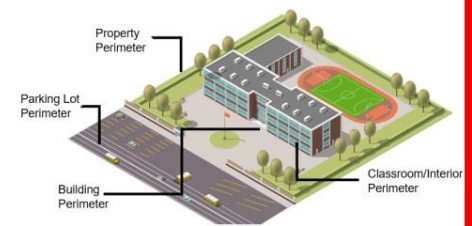


Property Perimeter

Parking Lot Perimeter

Building Perimeter

Classroom/Interior Perimeter

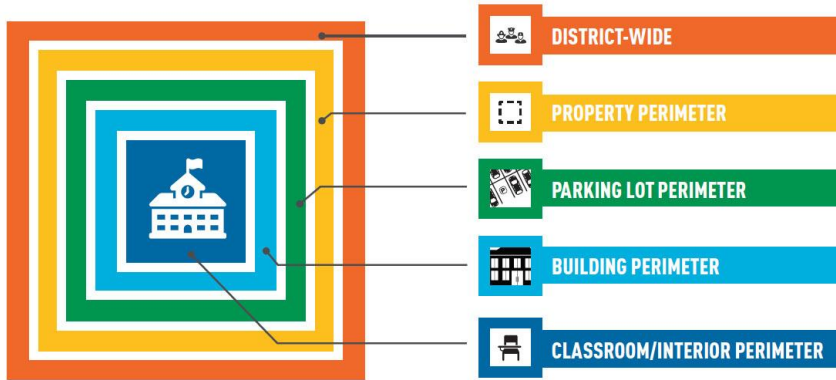


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Path to Increasing Levels of Safety & Security

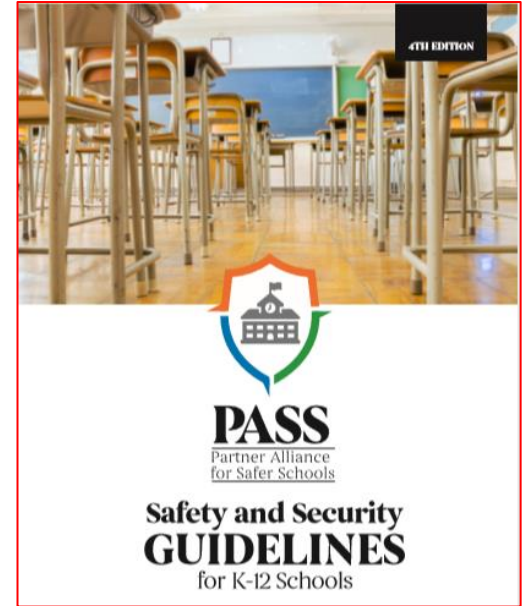
www.passk12.org

LAYERS OF PROTECTION



PASS
Partner Alliance
for Safer Schools

SCHOOL SAFETY AND SECURITY CHECKLIST



PASS Tier Continuum Layers



	TIER 1	TIER 2	TIER 3	TIER 4	Our Status				
	Achieved	In Progress	Future Need	Not Required	Achieved	In Progress	Future Need	Not Required	
CLASSROOM/INTERIOR PERIMETER LAYER									
• POLICIES AND PROCEDURES									
» Classroom Doors Closed and Locked When Occupied	✓	✓	✓	✓					
• PEOPLE (ROLES AND TRAINING)									
» Teachers, Staff and Substitutes Trained on Emergency Protocols	✓	✓	✓	✓					
• ARCHITECTURAL									
» Security Film on Door Vision Panels and Sidelites	✓	✓	✓	✓					
» "Narrow-Lite" Style Classroom Doors with Blinds	✓	✓	✓	✓					
» Compartmentalize Building with Cross-Corridor Doors	✓	✓	✓	✓					
» Reinforced Walls at Shelter in Place Areas (New Construction)	✓	✓	✓	✓					
» Safety/Security Optimization of Classroom Door Installation (New Construction)	✓	✓	✓	✓					

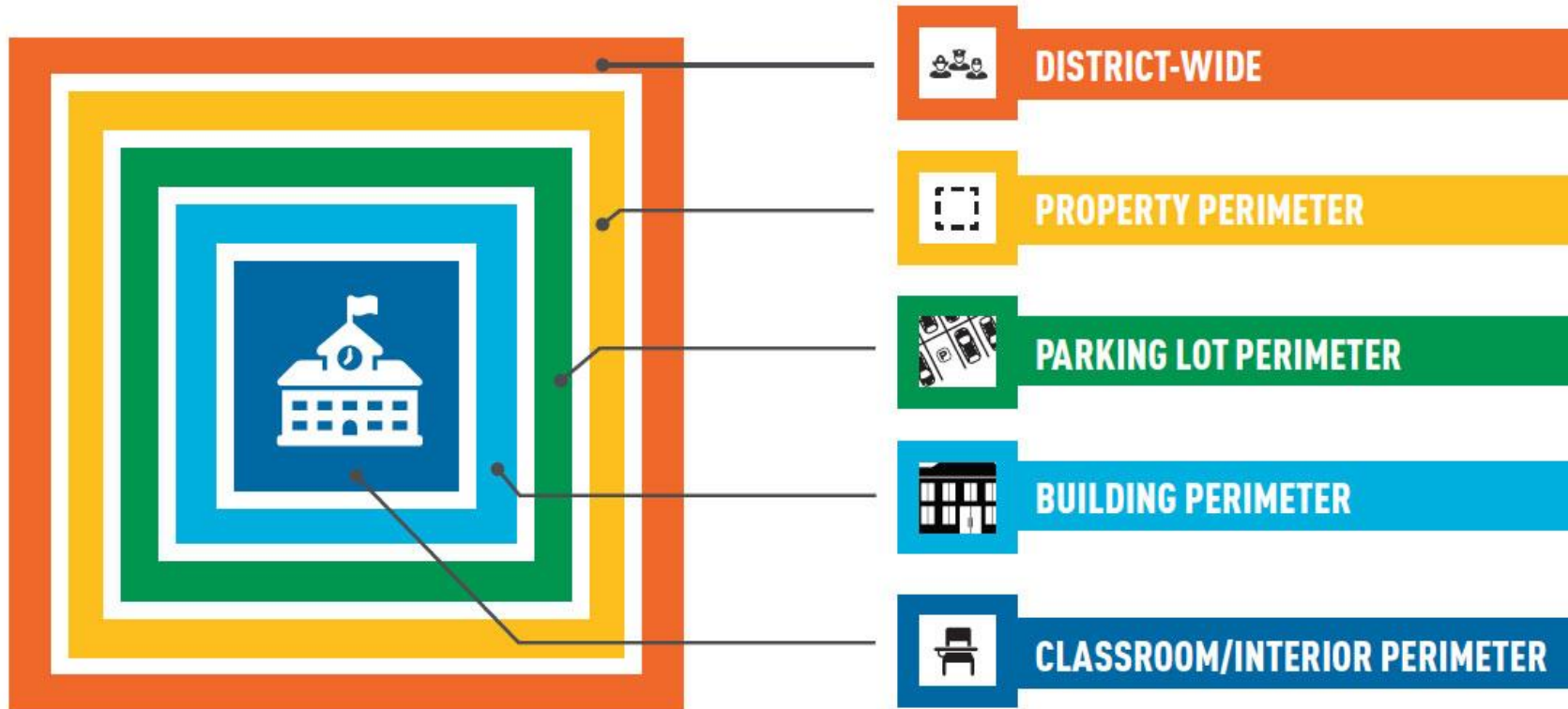
PASS Guidelines



PASS Checklist/Assessment

PASS Layers and Components


LAYERS OF PROTECTION




COMPONENTS OF LAYERS

- 1 Policies & Procedures
- 2 People (roles and training)
- 3 Architectural
- 4 Communication
- 5 Access Control
- 6 Video Surveillance
- 7 Alarms

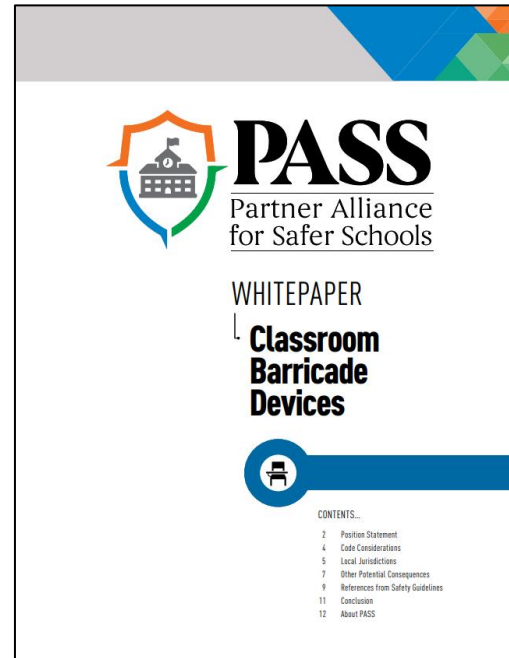
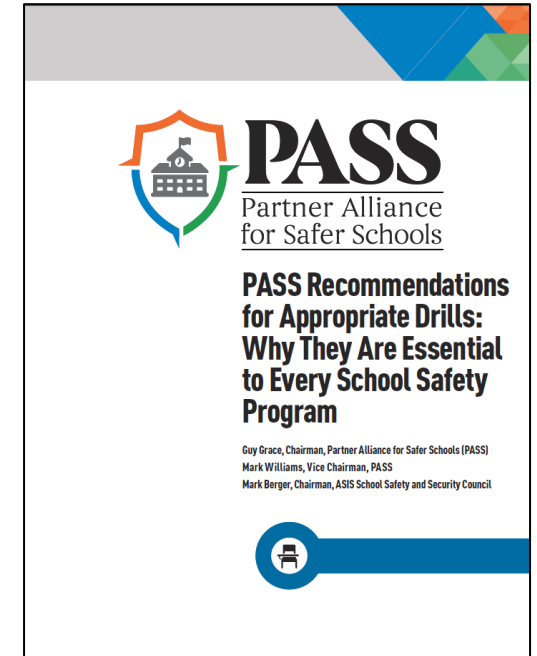
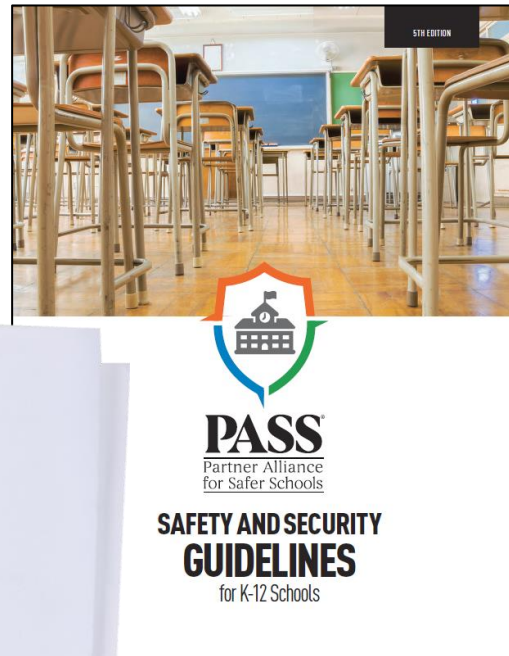
Checklist/Assessment

					TIER 1	TIER 2	TIER 3	TIER 4	Our Status	Tier Continuum				
 CLASSROOM/INTERIOR PERIMETER LAYER										Layers				
Components	• COMMUNICATION								Achieved	In Progress	Future Need	Not Required		
Best Practices	» Public Address System	✓	✓	✓	✓									
	» E-911 Added to Phone System (No Codes)	✓	✓	✓	✓									
	» Two-way Intercom System With Call Buttons		✓	✓	✓									
	» Duress Button System - Office and Classroom		✓	✓	✓									
	» In-Building Emergency Communication System			✓	✓									
	» Distributed Antenna System (DAS)			✓	✓									
	» Mass Notification Tied to District-Wide System			✓	✓									
	» Building-Wide Communication via Outside Calls (with record call option)				✓									
	» Use of Mobile Applications and Social Media				✓									

INCREASING SECURITY 

Resources

- ✓ Guidelines
- ✓ Checklist
- ✓ Drill
- Recommendations
- ✓ Whitepaper – Barricades
- ✓ Barricade Fact Sheet



WHO WE ARE + WHAT WE DO

A group of professionals dedicated to improving security, safety and health of Wisconsin schools



We give members tools, training and support through:

School Assessment program

School Safety Certification program

Annual conference

Year-round local and virtual classes

A library of digital resources at wssca.org.



IS YOUR SCHOOL SAFETY ASSESSMENT UP-TO-DATE?

WSSCA CAN HELP.



VISIT [WSSCA.ORG/ASSESSMENTS](https://www.wssca.org/assessments)



WSSCA School Safety & Security Assessment Program



BECOME A WSSCA MEMBER



2023 Annual Safety and Security Conference
March 6 & 7, 2023

Mission Critical:
Working Together for Safer Schools

Conference Registration Opens October 1, 2022!

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- We help our members:
 - Get connected with peers and colleagues state-wide
 - Stay current and compliant
 - Access resources they need to keep schools safe
- Annual district or corporate memberships
- Join at WSSCA.ORG/join





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Questions

