

SAFETY/SECURITY FOR EVERYONE

COMMERCIAL TOWNSHIP SCHOOL DISTRICT
2019-2020

ALYSIA R. THOMSON, M.ED.
SCHOOL SAFETY SPECIALIST



PERSONNEL

Jean Smith, Superintendent/Principal

Darren Harris & Joseph Giambri, Business
Administrator

Alysia Thomson, District Assistant
Principal

John Lavell, Director of Special Service

VISITOR PROCEDURES

ALL VISITORS SCREENED PRIOR TO ENTRY

- ❖ CAN I HELP YOU?
- ❖ WHO IS YOUR CHILD?
- ❖ DO YOU HAVE ID?
 - Need ID to enter
- ❖ PICKING UP FROM NURSE
 - Office should have confirmation from nurse prior to parent/guardian showing up (who is picking them up)
- ❖ **PLEASE DO NOT ENTER ANY BUILDING WITH A CHILD!**

VISITOR ACCOUNTABILITY

VISITOR AND/OR PARENT SIGN-IN

ID SHOWN EACH TIME (NO EXCUSE)

COLORED LANYARDS - YELLOW

**LEAVE CAR KEYS TO ENSURE IT IS
TURNED BACK IN**

SECURITY PLAN

TYPES OF DRILLS (1 EACH MONTH)

- 1. FIRE - EVACUATION TO DESIGNATED AREA**
- 2. SECURITY (2 each)**
 - a. ACTIVE SHOOTER**
 - b. EVACUATION (NON-FIRE)**
 - i. DANGER IN SCHOOL**
 - c. BOMB THREAT**
 - d. LOCKDOWN (INTERIOR THREAT)**
 - i. SHELTER IN PLACE (EXTERIOR THREAT)**

FIRE DRILL

HMS - Evacuation route followed, everyone to designated area(s)

PNS - Evacuation route followed, everyone to designated area(s)

Students and staff are to stay quiet and orderly while waiting to hear further instructions.

ACTIVE SHOOTER/LOCKDOWN

INSTRUCT CHILDREN TO SAFE AREA - ROOM NUMBER ON WALL OPPOSITE THIS AREA

LIGHTS OUT

PULL MAGNET - DOOR SHOULD BE LOCKED

PULL CURTAIN CLOSED ON DOOR

PULL DOWN CURTAINS ON WINDOWS

SIT QUIET AND WAIT FOR FURTHER INSTRUCTIONS

EVACUATION (NON FIRE)/BOMB THREAT

GET STUDENTS ORGANIZED IN LINE TO WALK TO DESIGNATED AREA

LAST TEACHER IN LINE CHECK EACH CLASS AND BATHROOM AS YOU WALK BY

BRING CRISIS FOLDER - CARDS, CLASS LISTS, ETC.

HOLD UP CARD AFTER TAKING ATTENDANCE

KEEP STUDENTS ORDERLY AND QUIET UNTIL FURTHER INSTRUCTIONS

- NOT NECESSARY TO LOCK DOOR OR PULL BLIND
- LIGHTS OUT

THANK YOU

We take our drills very seriously.

If you call or stop by and we are in the middle of a drill, we will NOT answer the phone or door. There will be a sign on the front door when there is a drill in progress.

AFFIRMATIVE ACTION



COMMERCIAL TOWNSHIP SCHOOL DISTRICT
2019-2020

ALYSIA R. THOMSON, M.ED.
AFFIRMATIVE ACTION OFFICER

Policy 2224

<https://docs.google.com/document/d/1qJqQJ9aACI0c6742D9JkP584g09HX6OeC9ni3ZpDsi0/edit#heading=h.ap1497k2v0je>

*N.J.A.C. 6A:7, Managing for Equality and Equity in Education,
and Title IX, Prohibiting Sex Discrimination in Education*

AFFIRMATIVE ACTION

"What is an Affirmative Action Officer (AAO)?" ***An AAO is a member of the professional staff who has responsibility to coordinate and implement the district's efforts to comply with the regulations of N.J.A.C. 6A:7 and to promote a working and learning environment free of discrimination on the basis of race, color, national origin, religion, gender, sexual orientation, age or disability. This person also serves as the district's Title IX Coordinator.***

Title IX is the key federal law prohibiting sex **discrimination** against **students and employees** in education programs and activities receiving federal financial assistance.