

Lincoln Elementary Safety Report Fall 2019

The safety committee met on August 8, 2019 and December 20, 2019. The primary purpose of the August meeting was to discuss the Opening Day presentation. Mrs. Satterly shared safety changes for the 2019-2020 school year, and the team looked over the safety presentation for faculty and staff to determine if anything needed to be added. There were no safety concerns at that time. During the December meeting, Mrs. Satterly shared the risk assessment results from Mr. Kilburn and discussed how the concerns were being handled. The team looked over the information about the Safe Schools Assessment on February 6 to begin planning. The only safety concern brought to the team was that several of the EB1 keys are getting old and worn, and they do not work on the playground lock. This could be potentially dangerous if we had to evacuate the playground. All teachers will check their keys and trade out for a newer one with Mrs. Kelley.

Students and teachers are doing a better job of remaining in classrooms and assessing the area when a fire alarm sounds. We will continue to practice fire drills monthly and reminding teachers about the reasons behind the change to emphasize the importance of the change in procedure. Lockdown drills will increase to one each quarter. LES had an actual soft lockdown in December, and all parties responded appropriately.

The committee reviewed the importance of keeping classroom doors closed during instruction. As students come and go from different areas of the building, they are still sometimes leaving the doors open to classrooms without the teacher realizing it. The committee again discussed that the best way to address this is to ask all adults to close classroom doors as they are walking by in the hallway if they ever see a door open during instruction.

Faculty, staff, and students are in the habit of immediately bringing all safety concerns to Mrs. Satterly or Mrs. Pais to be addressed immediately. At the beginning of the year, we requested new doors for rooms 115 and 116 to meet safety standards. We are waiting to hear from maintenance about moving forward with this. We are also waiting for the bus loop sign to designate "buses only" times during arrival and dismissal. Maintenance is currently working on this.

On November 4, LES hosted a parent night. One of the sessions was on school safety. Mrs. Satterly shared information about safety drill changes, Fast Past, visitor procedures, and classroom doors staying closed and locked. Ms. Rahm shared how she is teaching students about cyber safety during weekly library classes and her focus on digital citizenship. We discussed the importance of supervision to school safety and how administrators use behavior a behavior matrix when addressing behaviors. We

also shared the importance of building relationships with students and they ways
Lincoln Elementary is promoting a positive school culture.