



2024-2025 Phase Two: District Safety Report

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Hopkins County
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Pursuant to KRS 158.162, the local board of education shall require the school council or, if none exists, the principal in each school to adopt an emergency plan that must be utilized in case of fire, severe weather, earthquake, or a building lockdown and that: establishes evacuation routes; identifies the best available severe weather zones; develops earthquake protocols for students; and, develops and adheres to practices controlling access to the school building. The emergency plan shall be annually reviewed by the council, principal, and first responders and revised as needed.

In addition to the emergency plan requirements in KRS 158.162, KRS 158.164 requires the local board of education to direct the school council or, if none exists, the principal in each school to establish procedures to perform a building lockdown and to invite local law enforcement to assist in establishing lockdown procedures.

KRS 158.162 also requires the emergency plan be discussed with all school staff prior to the first instructional day of the school year and provided, along with a diagram of the facility, to appropriate first responders. Further, the principal in each school shall conduct, at a minimum, the following emergency response drills within the first 30 instructional days of the school year and again during the month of January: one severe weather drill, one earthquake drill, and one lockdown drill. In addition, required fire drills shall be conducted according to administrative regulations promulgated by the Department of Housing, Buildings and Construction.

Finally, pursuant to KRS 158.162, local Superintendents must submit verification to the Kentucky Department of Education that all schools are in compliance by November 1 each year. This diagnostic is the means by which this reporting requirement is fulfilled.

Questions Related to the Adoption and Implementation of the Emergency Plan

1. Has the local board adopted a policy requiring the school council or, if none exists, the principal in each school to adopt and implement an emergency plan as required by KRS 158.162?

Please reference the appropriate board policy number(s) and/or title(s) in the comment box.

Hopkins County Schools has board policy 5.4 that requires the principal to adopt and implement an emergency plan annually. This policy was updated on 7/15/24.

2. Has each school council or, where applicable, principal adopted an emergency plan in accordance with local board policy and in compliance with the specifications in KRS 158.162(3)?

If all schools in the district have NOT met the requirement, respond "no" and please explain further in the comment box. Please note that Senate Bill 1 (2019) and Senate Bill 8 (2020)

amended KRS 158.162(3)(d) to require, for example, classroom doors remain closed and locked during instructional time as well as classroom doors with windows be equipped with material to quickly cover the window during a building lockdown. Schools are encouraged to comply with these changes as soon as practicable but, if needed, have until July 1, 2022 to fully implement. Accordingly, failure to comply with KRS 158.162(3)(d), as amended, shall be reported for the 2022-2023 school year and each year thereafter.

Yes, all schools adopted an emergency plan for the 24-25 school year prior to the start of the school calendar.

3. Has each school provided local first responders with a copy of the school's emergency plan along with a diagram of the school as required by KRS 158.162(2)(b)?

If all schools in the district have NOT met the requirement, respond "no" and please explain further in the comment box.

Yes, all schools have provided our HCS Director of Community Engagement, Equity, and Safety along with local law enforcement and first responders a copy of the school emergency plan and school map.

4. Has each school posted primary and secondary evacuation routes in each room by any doorway used for evacuation as required by KRS 158.162(3)(a)?

If all schools in the district have NOT met the requirement, respond "no" and please explain further in the comment box.

Yes, all schools have primary and secondary evacuations routes posted in each room by doorways.

5. Has each school posted the location of severe weather safe zones in each room as required by KRS 158.162(3)(b)?

If all schools in the district have NOT met the requirement, respond "no" and please explain further in the comment box.

Yes, all schools have posted the location of severe weather safe zones.

6. Have practices for students to follow during an earthquake been developed as required by KRS 158.162(3)(c) and is a copy maintained on file for review?

If all schools in the district have NOT met the requirement, respond "no" and please explain further in the comment box.

Yes, all schools have drills to practice procedures for earthquakes and keep copies of drill logs.

7. Are practices in place to control access to each school building, including but not limited to controlling outside access to exterior doors during the school day; controlling the main entrance of the school with electronically locking doors, a camera, and an intercom system; controlling access to individual classrooms; requiring classroom doors to remain closed and locked during instructional time (with limited exceptions outlined in statute); requiring classroom doors with windows to be equipped with material to quickly cover the windows during a lockdown; requiring all visitors to report to the front office of the building, provide valid identification, and state the purpose of the visit; and providing a visitor's badge to be visibly displayed on a visitor's outer garment as required by KRS 158.162(3)(d)?

If all schools in the district have NOT met the requirement, respond "no" and please explain further in the comment box.

All Hopkins County School building remain locked during the school day. An intercom system, electronically locked door, and camera secures the main entrances of the buildings, and other entrances can only be unlocked by staff badge. All visitors must state their reason for visit at the door buzzer, report to the main office, and must show identification to obtain a visitors pass to wear while on campus. The Raptor System is in place to scan identification, track and scan visitors in the building, and provide a quick alert to administration and law enforcement. All classrooms remain closed and locked during instruction with a door window cover available for a lock down. A phone with all-call capabilities is available in each classroom.

8. Was each school's emergency plan reviewed following the end of the prior school year by the school council, principal, and first responders and revised as needed as required by KRS 158.162(2)(c) and is a copy maintained on file for review?

Please provide the most recent date of review/revision of the emergency plan for each school in the district in the comment box. If all schools in the district did NOT meet the requirement, respond "no" and please explain further in the comment box.

- BSMS: May 18th, 2024
- GES: July 24, 2024
- HES: July 25, 2024
- HCCHS: July 11, 2024
- HCDT: June 2024
- HCA: June 2024
- HCCTC: May 22, 2024
- JMMS: July 26, 2024
- JSES: May 22, 2024

- MNHHS: July 31, 2024
- PES: July 24, 2024
- SHMS: May 2, 2024
- SES: July 18, 2024
- WBES: July 31, 2024
- WHS: July 19 2024

9. Did each principal discuss the emergency plan with **all** school staff prior to the first instructional day of the current school year and appropriately document the time and date of such discussion as required by KRS 158.162(2)(d)?

Please provide the date each school in the district completed this discussion in the comment box. If all schools in the district have NOT met the requirement, respond "no" and please explain further in the comment box.

- BSMS: August 12, 2024 at 8am
- GES: August 13, 2024 at 10:30 am
- HES: August 9, 2024 at 10:00 am
- HCCHS: August 12, 2024 at 9:00 am
- HCDT: August 6, 2024
- HCA: August 6, 2024
- HCCTC: August 13, 2024
- JMMS: August 9, 2024 at 9:00 am
- JSES: August 13, 2024 at 9:00 am
- MNHHS: August 8, 2024
- PES: August 13, 2024 at 8:30 am
- SHMS: August 13, 2024 at 8:00 am
- SES: August 13, 2024 at 8:30 am
- WBES: August 13, 2024 at 9:00 am
- WHS: August 12, 2024

10. During the first 30 instructional days of the current school year, did the principal in each school within the district conduct at least one severe weather drill, one earthquake drill, and one lockdown drill as required by KRS 158.162(5) and were drills logged in the current drill log?

If all schools in the district did NOT meet the requirement, respond "no" and please explain further in the comment box.

Yes, as documented by the district electronic drill log and the logs kept in each school office.

11. During the month of January during the prior school year, did the principal in each school within the district conduct at least one severe weather drill, one earthquake drill, and one lockdown drill as required by KRS 158.162(5) and were drills logged in the appropriate drill log and maintained on file?

If all schools in the district did NOT meet the requirement, respond "no" and please explain further in the comment box.

Yes, as documented by the district electronic drill log and the logs kept in each school office.

12. Over the immediately preceding twelve months, did each school within the district conduct fire drills in accordance with administrative regulations promulgated by the Department of Housing, Buildings and Construction as required by KRS 158.162(5)?

If all schools in the district did NOT meet the requirement, respond "no" and please explain further in the comment box.

Yes, as documented by the district electronic drill log and the logs kept in each school office.



Attachment Summary

Attachment Name	Description	Associated Item(s)
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