



## **Pioneer Technology & Arts Academy of Arizona Safety and Safety Reporting Policy**

Safety is always a primary concern here at Pioneer Technology & Arts Academy of Arizona! The measures are taken to ensure student and employee safety are intentionally woven directly into the culture and priorities of the organization and all of our policies and procedures.

This school safety policy, therefore, serves to identify and define some of the key components in summary but is not exhaustive:

- Safety is governed and prioritized in every PTAA-AZ policy and most especially the:
  - *PTAA-AZ Parents – School Safety Handbook*
  - Discipline Policy
  - Visitor’s Open Door Policy
  - Public Conduct on School Property Policy
  - Local Wellness Policy
  - Communicable Diseases Policy
  - *End of School Day Dismissal Procedures Family Handbook*
  - Medication Distribution Guidelines and Policy
  - Health – Immunization Policy
  - Medical Emergency Policy
  - Field Trip Policy
  - Environmental Health Policy
  - Fire Alarm Procedures
  - Fire Drill Policy
  - Bus Rules & Procedures
  - Network & Internet Access Policy
  - Privacy Policy
  - Employee Handbook and all policies governing staff behavior, background, and clearance.
- PTAA-AZ has developed a comprehensive Emergency Response Plan built on the principles of the National Response Framework and adapted for our local needs using the input of stakeholders, school leadership, school safety committee, and under the guidance of local police and fire, who have both been provided a copy. The ERP:
  - It is comprehensive in scope to include: campus threats such as an active shooter, lockout and lockdown procedures, hazard exposure, pandemic exposure, and parent communication.
  - It is reviewed annually (at minimum) by key stakeholders
  - Clearly defines roles of staff and responders and names of responsible parties/positions for key duties

- It is revised as appropriate with an (at minimum) annual meeting.
  - Provides annual notice to parents about the ERP and their resources.
  - Ensures response protocol is defined, practiced, and discussed/communicated
- PTAA-AZ has communication systems in place, including Remind, which can be used to quickly notify staff, parents, and guardians of safety and/or emergency-related information through automated phone, email, and text messages.
  - PTAA-AZ has a staff safety committee that meets annually (at minimum) to review new threats/incidents and all safety procedures and policies with input from other stakeholders.
  - PTAA-AZ communicates with parents frequently about school policies and procedures to ensure safety and consistency and to receive feedback and input to improve these processes.
  - PTAA-AZ receives a fire inspection annually and holds a campus-wide fire evacuation drill monthly (at minimum).
  - PTAA-AZ holds lockdown/lock-out drills annually (at minimum.)
  - PTAA-AZ performs bus evacuation drills for students annually.
  - PTAA-AZ staff receives (at minimum) annual training on all of the school's emergency response and safety protocols and as available specialized safety training.
  - Digital citizenship and internet safety is taught and discussed often with students in all grades. School networks are monitored to minimize threats and monitor student needs.
  - From the PTAA-AZ Visitor Open Door Policy:

*“Anyone who is in violation of any school policy or procedure may be asked to leave the school. Failure to comply with the lawful directions of the CEO/Principal or his designee, security officers, or any other law enforcement officers acting in the performance of their duties, or failure to identify oneself to such officials or officers when requested to do so, may subject the person to criminal proceedings applicable under the law”.*

### **School Safety Reporting (HB2119 – A.R.S. 15-153)**

PTAA-AZ staff is required to **document** and report suspected crimes to authorized “employees responsible for making a report” to law enforcement and also to the parent/guardian of all students involved in a suspected crime meeting the following criteria.

PTAA Employees authorized to make a report on behalf of the school include:

Shubham Pandey, District Superintendent

Angela West, Principal

Abel Perales, Dean of Students

Dr. Derrick Love, Regional Executive Director

Authorized employees will be required to report to local law enforcement any suspected crime reported to them or witnessed by them against a person or property that:

*is a "serious offense" or involves a "deadly weapon" or "dangerous instrument" or "serious physical injury;" (ARS 13-706(F)(1), ARS 13-105(12), ARS 13-105(15) and ARS 13-105(39).*

*any conduct that poses a threat of death or "serious physical injury" to an employee, student or other person on school property.*

Authorized employees will ensure parents/guardians of each student who is involved in a suspected crime or any conduct described above are notified.

While not required under A.R.S. 15-153, Authorized employees reserve the right to report bullying, harassment, and intimidation to law enforcement when they feel it is or can become a crime or assistance beyond the school is needed to resolve. See also Discipline Policy

Authorized employees will also ensure parents/guardians are notified if it is determined any person has engaged in harassing, threatening, or intimidating conduct against their child.

All employees are required to comply with reporting requirements, this policy, and all of PTAA-AZ's family and employee policies. We will make a note to the employee file of any employee receiving discipline for violating the school's Safety and Safety Reporting Policy, and this record will be made available to any public school that may hire this employee.

This policy and all future revisions will be posted on the PTAA-AZ public website.