

# Comprehensive School Safety Plan

## 2022-2023 School Year

**School:** Piute Mountain Elementary School/Caliente Union School District  
**CDS Code:** 15 63388 6104772  
**District:** Caliente Union Elementary School District  
**Address:** 12400 Caliente Creek Rd.  
Caliente, CA 93518  
**Date of Adoption:** February 6, 2023  
**Date of Update:**  
**Date of Review:**  
- with Staff  
- with Law Enforcement  
- with Fire Authority

**Approved by:**

Name	Title	Signature	Date
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## **Comprehensive School Safety Plan Purpose**

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school site council or safety committee consult with a fire department and other first responder entities in addition to currently required entities. It requires the CSSP and any updates made to the plan to be shared with the law enforcement agency, the fire department, and the other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy of the Comprehensive School Safety Plan is available for review at [calienteschooldistrict.org](http://calienteschooldistrict.org).

## **Safety Plan Vision**

## PHILOSOPHY OF EDUCATION

The Governing Board believes that public education is of fundamental importance to a free society and to the continued development of democratic values, individual liberty and an appreciation for cultural diversity in society. In order for education to succeed, there must be an ongoing partnership between parents/guardians, students, educators, and the community.

Within this framework, the purpose of the district is to provide the guidance and resources necessary to ensure an environment conducive to learning. However, it is important to emphasize that the goal of our educational system is not to supplant parental responsibilities throughout the learning process. Rather, it is the policy of the Board to foster parental participation in order that an educational climate is created which reinforces and fosters the positive and healthy development of the child.

The Board accepts as its primary responsibility the educational welfare of every child. The Board's first goal must be to provide each student with the basic skills necessary to participate and function effectively in society. These skills include, but are not limited to: Reading, writing, mathematical computation, verbal communication, motor skill development, decision-making and self-esteem. In addition, the Board is committed to the goal of achieving academic excellence through a program of instruction, which offers each child an opportunity to develop to the maximum of his/her individual capabilities.

### Mission Statement

To provide an excellent social and academic education for students of the Caliente Union School District that lead to life long learning while providing a safe and friendly environment that involves community partnership and working harmoniously assisting staff, students and guardians.

### Goals

Support Education by:

1. Allocating Funds Towards
2. tools that will help staff and students exceed the state adopted standard.
3. a safe and friendly environment.
4. representing and being accountable to the Caliente Union School District community for the proper management of District funds and Board Policies.

### Vision of an Asset - Building School

In the office, there are smiles, eye contact and handshakes among the students, parents and staff. The walls display student designed bulletin boards and pictures of staff interacting with students. There is a parent resource area.

In the classroom, the environment is warm, inviting, and "deinstitutionalized". The teachers intentionally build assets on a daily basis. There is a certificated and classified person in classrooms and parent volunteers. Students are applauded for both small and large successes. Tuesday through Thursday students have an opportunity to stay after school for Homework Club and can share successes with a certificated teacher.

On the bus, the driver and students greet each other by name and interact positively. Bus rules are explained and reviewed with students. A parent or adult volunteer are at highly populated bus stops.

In the lunchroom, the students choose their seat within their grade levels. There is ample seating. The students wait patiently for their meal to be served and manners are exchanged. The students talk quietly with their neighbor. Tables are excused with the most mannerly table first. Each person is responsible for cleaning his/her own area. A five minute whistle informs everyone that is time to clean up.

Parents find the school warm and inviting and volunteer in the classroom, library, and reading program. Parent Teacher Club (PTC) and Caliente Education Foundation (CEF). The School Site Council (SSC) and School Safety Committee is an important part of the function of the school. All of the above are by parent and community volunteers. The school offers interpreters for parents who do

not speak English. The school tries to accommodate parents' schedules for conferences. Parents are asked to evaluate the school on an annual basis through surveys from the District office, County office, or state. The school offers new student/parent orientations, parent education material and outside support services. Parent classes have been offered when parents request it. The district's web page offers help to students and parents from homework to help links.

On the Playground students and yard supervisors treat each other with respect. Students obey the rules and "sit and watch" when rules are broken. Peer mediators help with conflict resolution. An ample amount of equipment is available for students. Students are responsible for getting equipment to the container. Students who have work to do, prefer to read or have difficulty with the climate have the opportunity to spend their break in the library/media center/classroom.

Our policies and procedures reflect our asset-based educational framework. Asset building is a building block of our school policies as a priority and mode of attaining academic achievement. Students are involved in decision-making and in maintaining a safe and friendly school environment. Our school provides new students with a "buddy" who welcomes and introduces them to the school community.

Our community collaborates with the school to provide a network of asset-building activities and support systems for students. Adults interact with students, car-pool, and form relationships with them and ensuring their safety. There are social events put on by the community and PTC to involve students. Community service is encouraged through trash pick-up and helping others within the school and beyond.

Caliente Union School District

Board Policy

Comprehensive Safety Plan

BP 0450

Philosophy, Goals, Objectives and Comprehensive Plans

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3515 - Campus Security)

(cf. 3515.2 - Disruptions)

(cf. 3515.3 - District Police/Security Department)

(cf. 5131 - Conduct)

(cf. 5131.4 - Student Disturbances)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5136 - Gangs)

(cf. 5137 - Positive School Climate)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

OPTION 2: (Districts with 2,500 or less ADA that choose to develop a districtwide plan)

The Superintendent or designee shall oversee the development of a districtwide comprehensive safety plan that is applicable to each school site. (Education Code 32281)

The comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year. (Education Code 32286)

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

(cf. 0500 - Accountability)

(cf. 9320 - Meetings and Notices)

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

#### Public Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

(cf. 1340 - Access to District Records)

#### Legal Reference:

##### EDUCATION CODE

200-262.4 Prohibition of discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

35294.10-35294.15 School Safety and Violence Prevention Act

41510-41514 School Safety Consolidated Competitive Grant Program

48900-48927 Suspension and expulsion

48950 Speech and other communication

49079 Notification to teacher; student act constituting grounds for suspension or expulsion

67381 Violent crime

##### PENAL CODE

422.55 Definition of hate crime

626.8 Disruptions

11164-11174.3 Child Abuse and Neglect Reporting Act

##### CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

##### CODE OF REGULATIONS, TITLE 5

11987-11987.7 School Community Violence Prevention Program requirements

11992-11993 Definition, persistently dangerous schools

##### UNITED STATES CODE, TITLE 20

7101-7165 Safe and Drug Free Schools and Communities

7912 Transfers from persistently dangerous schools

##### UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

#### Management Resources:

##### CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, Third Edition, October 2011

Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2010

Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010

##### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

Early Warning, Timely Response: A Guide to Safe Schools, August 1998

U.S. SECRET SERVICE AND U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2002

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss>

California Emergency Management Agency: <http://www.calema.ca.gov>

California Healthy Kids Survey: <http://chks.wested.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov/ViolencePrevention>

Federal Bureau of Investigation: <http://www.fbi.gov>

National Alliance for Safe Schools: <http://www.safeschools.org>

National Center for Crisis Management: <http://www.schoolcrisisresponse.com>

National School Safety Center: <http://www.schoolsafety.us>

U.S. Department of Education: <http://www.ed.gov>

U.S. Secret Service, National Threat Assessment Center: [http://www.secretservice.gov/ntac\\_ssi.shtml](http://www.secretservice.gov/ntac_ssi.shtml)

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Caliente Union School District

Board Policy BP 5030

Students

Student Wellness

The Governing Board recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall build a coordinated school health system that supports and reinforces health literacy through health education, physical education, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 3514 - Environmental Safety)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.61 - Drug Testing)

(cf. 5131.62 - Tobacco)

(cf. 5131.63 - Steroids)

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.23 - Infectious Disease Prevention)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

(cf. 5141.6 - Student Health and Social Services)

(cf. 5142 - Safety)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)

(cf. 6164.2 - Guidance/Counseling Services)

School Health Council/Committee

The Board's policy related to student wellness shall be developed with the involvement of parents/guardians, students, school food service professionals, school administrators, Board representatives, and members of the public. (42 USC 1751 Note)



The Superintendent or designee may appoint a school health council or other committee consisting of representatives of the above groups. The council or committee may also include district administrators, health professionals, school nurses, health educators, physical education teachers, counselors, and/or others interested in school health issues.

(cf. 1220 - Citizen Advisory Committees)  
(cf. 9140 - Board Representatives)

The school health council or committee shall assist with policy development and advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the council's charges may include planning and implementing activities to promote health within the school or community.

#### Nutrition Education and Physical Activity Goals

The Board shall adopt goals for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the district determines appropriate. (42 USC 1751 Note)

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

(cf. 6010 - Goals and Objectives)  
(cf. 6011 - Academic Standards)  
(cf. 6143 - Courses of Study)

Nutrition education shall be provided as part of the health education program in grades K-12 and, as appropriate, shall be integrated into core academic subjects and offered through before- and after-school programs.

(cf. 6142.8 - Comprehensive Health Education)

All students in grades K-12 shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education, recess, school athletic programs, extracurricular programs, before- and after-school programs, and other structured and unstructured activities.

(cf. 6142.7 - Physical Education)  
(cf. 6145 - Extracurricular and Cocurricular Activities)  
(cf. 6145.2 - Athletic Competition)

The Superintendent or designee shall encourage staff to serve as positive role models. He/she shall promote and may provide opportunities for regular physical activity among employees.

Professional development shall include instructional strategies that assess health knowledge and skills and promote healthy behaviors.

(cf. 4131- Staff Development)  
(cf. 4331- Staff Development)

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, the district or school web site, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf. 1113 - District and School Web Sites)  
(cf. 6020 - Parent Involvement)

The Board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts,

logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, or other means.

(cf. 1325 - Advertising and Promotion)

#### Nutrition Guidelines for Foods Available at School

The Board shall adopt nutrition guidelines selected by the district for all foods available on each campus during the school day, with the objectives of promoting student health and reducing childhood obesity. (42 USC 1751 Note)

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health. Nutrition standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program, student stores, vending machines, fundraisers, or other venues, shall meet or exceed state and federal nutrition standards.

(cf. 3312 - Contracts)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3554 - Other Food Sales)

(cf. 5148 - Child Care and Development)

(cf. 6300 - Preschool/Early Childhood Education)

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

(cf. 1230 - School-Connected Organizations)

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties and by limiting foods or beverages that do not meet nutritional standards to no more than one food or beverage per party. Class parties or celebrations shall be held after the lunch period when possible.

#### Guidelines for Reimbursable Meals

Foods and beverages provided through federally reimbursable school meal programs shall meet or exceed federal regulations and guidance issued pursuant to 42 USC 1758(f)(1), 1766(a), and 1779(a) and (b), as they apply to schools. (42 USC 1751 Note)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs, to the extent possible.

(cf. 3553 - Free and Reduced Price Meals)

#### Program Implementation and Evaluation

The Board shall establish a plan for measuring implementation of the policy. The Superintendent shall designate at least one person within the district and at each school who is charged with operational responsibility for ensuring that the school sites implement the district's wellness policy. (42 USC 1751 Note)

(cf. 0500 - Accountability)

The Superintendent or designee shall recommend for Board approval specific quality indicators that will be used to measure the implementation of the policy districtwide and at each district school. These measures shall include, but not be limited to, an analysis of the nutritional content of meals served; student participation rates in school meal programs; any sales of non-nutritious foods and beverages in fundraisers or other venues outside the district's meal programs; and feedback from food service personnel, school administrators, the school health council, parents/guardians, students, and other appropriate persons.

The Superintendent or designee shall report to the Board at least every two years on the implementation of this policy and any

other Board policies related to nutrition and physical activity.

#### Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

#### Legal Reference:

##### EDUCATION CODE

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49493 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act

49540-49546 Child care food program

49547-49548.3 Comprehensive nutrition services

49550-49560 Meals for needy students

49565-49565.8 California Fresh Start pilot program

49570 National School Lunch Act

51222 Physical education

51223 Physical education, elementary schools

##### CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

##### UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:

1751 Note Local wellness policy

1771-1791 Child Nutrition Act, including:

1773 School Breakfast Program

1779 Rules and regulations, Child Nutrition Act

##### CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

#### Management Resources:

##### CSBA POLICY BRIEFS

The New Nutrition Standards: Implications for Student Wellness Policies, November 2005

##### CSBA PUBLICATIONS

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

##### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Healthy Children Ready to Learn, January 2005

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

Physical Education Framework for California Public Schools, Kindergarten Through Grade 12, 1994

##### CENTERS FOR DISEASE CONTROL PUBLICATIONS

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2004

##### NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION (NASBE) PUBLICATIONS

Fit, Healthy and Ready to Learn, 2000

##### U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Dietary Guidelines for Americans, 2005

Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local

Action, 2000

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California Department of Health Services: <http://www.dhs.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

Centers for Disease Control and Prevention (CDC): <http://www.cdc.gov>

Dairy Council of California: <http://www.dairycouncilofca.org>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>

National Association of State Boards of Education: <http://www.nasbe.org>

National School Boards Association: <http://www.nsba.org>

School Nutrition Association: <http://www.schoolnutrition.org>

Society for Nutrition Education: <http://www.sne.org>

U.S. Department of Agriculture: [http://www.fns.usda.gov/tn/Healthy/wellnesspolicy\\_steps.html](http://www.fns.usda.gov/tn/Healthy/wellnesspolicy_steps.html)

(3/05) 11/05

Education Code

Education Code

Comprehensive school safety plans

EC 32281

- (a) Each school district and county office of education is responsible for the overall development of all comprehensive school safety plans for its schools operating kindergarten or any of grades 1 to 12, inclusive.
- (b) (1) Except as provided in subdivision (d) with regard to a small school district, the schoolsite council established pursuant to former Section 52012, as it existed before July 1, 2005, or Section 52852 shall write and develop a comprehensive school safety plan relevant to the needs and resources of that particular school.
- (2) The schoolsite council may delegate this responsibility to a school safety planning committee made up of the following members:
- (A) The principal or the principal's designee.
- (B) One teacher who is a representative of the recognized certificated employee organization.
- (C) One parent whose child attends the school.
- (D) One classified employee who is a representative of the recognized classified employee organization.
- (E) Other members, if desired.
- (3) The schoolsite council shall consult with a representative from a law enforcement agency in the writing and development of the comprehensive school safety plan.
- (4) In the absence of a schoolsite council, the members specified in paragraph (2) shall serve as the school safety planning committee.
- (c) Nothing in this article shall limit or take away the authority of school boards as guaranteed under this code.
- (d) (1) Subdivision (b) shall not apply to a small school district, as defined in paragraph (2), if the small school district develops a districtwide comprehensive school safety plan that is applicable to each schoolsite.

(2) As used in this article, "small school district" means a school district that has fewer than 2,501 units of average daily attendance at the beginning of each fiscal year.

(e) (1) When a principal or his or her designee verifies through local law enforcement officials that a report has been filed of the occurrence of a violent crime on the schoolsite of an elementary or secondary school at which he or she is the principal, the principal or the principal's designee may send to each pupil's parent or legal guardian and each school employee a written notice of the occurrence and general nature of the crime. If the principal or his or her designee chooses to send the written notice, the Legislature encourages the notice be sent no later than the end of business on the second regular work day after the verification. If, at the time of verification, local law enforcement officials determine that notification of the violent crime would hinder an ongoing investigation, the notification authorized by this subdivision shall be made within a reasonable period of time, to be determined by the local law enforcement agency and the school district. For purposes of this section, an act that is considered a "violent crime" shall meet the definition of Section 67381 and be an act for which a pupil could or would be expelled pursuant to Section 48915.

(2) Nothing in this subdivision shall create any liability in a school district or its employees for complying with paragraph (1).

(f) (1) Notwithstanding subdivision (b), a school district or county office of education may, in consultation with law enforcement officials, elect to not have its schoolsite council develop and write those portions of its comprehensive school safety plan that include tactical responses to criminal incidents that may result in death or serious bodily injury at the schoolsite. The portions of a school safety plan that include tactical responses to criminal incidents may be developed by administrators of the school district or county office of education in consultation with law enforcement officials and with a representative of an exclusive bargaining unit of employees of that school district or county office of education, if he or she chooses to participate. The school district or county office of education may elect not to disclose those portions of the comprehensive school safety plan that include tactical responses to criminal incidents.

(2) As used in this article, "tactical responses to criminal incidents" means steps taken to safeguard pupils and staff, to secure the affected school premises, and to apprehend the criminal perpetrator or perpetrators.

(3) Nothing in this subdivision precludes the governing board of a school district or county office of education from conferring in a closed session with law enforcement officials pursuant to Section 54957 of the Government Code to approve a tactical response plan developed in consultation with those officials pursuant to this subdivision. Any vote to approve the tactical response plan shall be announced in open session following the closed session.

(4) Nothing in this subdivision shall be construed to reduce or eliminate the requirements of Section 32282.

(Amended by Stats. 2011, ch. 438, Sec. 1.)

Education Code  
Education Code  
Comprehensive school safety plan

EC 32282

(a) The comprehensive school safety plan shall include, but not be limited to, both of the following:

(1) Assessing the current status of school crime committed on school campuses and at school-related functions.

(2) Identifying appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, which shall include the development of all of the following:

(A) Child abuse reporting procedures consistent with Article 2.5 (commencing with Section 11164) of Chapter 2 of Title 1 of Part 4 of the Penal Code.

(B) Disaster procedures, routine and emergency, including adaptations for pupils with disabilities in accordance with the federal Americans with Disabilities Act of 1990 (42 U.S.C. SEC. 12101 et seq.). The disaster procedures shall also include, but not be limited to, both of the following:

(i) Establishing an earthquake emergency procedure system in every public school building having an occupant capacity of 50 or more pupils or more than one classroom. A district or county office may work with the California Emergency Management Agency and the Seismic Safety Commission to develop and establish the earthquake emergency procedure system. The system shall include, but not be limited to, all of the following:

(I) A school building disaster plan, ready for implementation at any time, for maintaining the safety and care of pupils and staff.

(II) A drop procedure whereby each pupil and staff member takes cover under a table or desk, dropping to his or her knees, with the head protected by the arms, and the back to the windows. A drop procedure practice shall be held at least once each school quarter in elementary schools and at least once a semester in secondary schools.

(III) Protective measures to be taken before, during, and following an earthquake.

(IV) A program to ensure that pupils and both the certificated and classified staff are aware of, and properly trained in, the earthquake emergency procedure system.

(ii) Establishing a procedure to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The district or county office shall cooperate with the public agency in furnishing and maintaining the services as the district or county office may deem necessary to meet the needs of the community.

(C) Policies pursuant to subdivision (d) of Section 48915 for pupils who committed an act listed in subdivision (c) of Section 48915 and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations pursuant to Article 1 (commencing with Section 48900) of Chapter 6 of Part 27 of Division 4 of Title 2.

(D) Procedures to notify teachers of dangerous pupils pursuant to Section 49079.

(E) A discrimination and harassment policy consistent with the prohibition against discrimination contained in Chapter 2 (commencing with Section 200) of Part 1.

(F) The provisions of any schoolwide dress code, pursuant to Section 35183, that prohibits pupils from wearing "gang-related apparel," if the school has adopted that type of a dress code. For those purposes, the comprehensive school safety plan shall define "gang-related apparel." The definition shall be limited to apparel that, if worn or displayed on a school campus, reasonably could be determined to threaten the health and safety of the school environment. Any schoolwide dress code established pursuant to this section and Section 35183 shall be enforced on the school campus and at any school-sponsored activity by the principal of the school or the person designated by the principal. For purposes of this paragraph, "gang-related apparel" shall not be considered a protected form of speech pursuant to Section 48950.

(G) Procedures for safe ingress and egress of pupils, parents, and school employees to and from school.

(H) A safe and orderly environment conducive to learning at the school.

(I) The rules and procedures on school discipline adopted pursuant to Sections 35291 and 35291.5.

(b) It is the intent of the Legislature that schools develop comprehensive school safety plans using existing resources, including the materials and services of the partnership, pursuant to this chapter. It is also the intent of the Legislature that schools use the handbook developed and distributed by the School/Law Enforcement Partnership Program entitled "Safe Schools: A Planning Guide for Action" in conjunction with developing their plan for school safety.

(c) Grants to assist schools in implementing their comprehensive school safety plan shall be made available through the partnership as authorized by Section 32285.

(d) Each schoolsite council or school safety planning committee in developing and updating a comprehensive school safety plan shall, where practical, consult, cooperate, and coordinate with other schoolsite councils or school safety planning committees.

(e) The comprehensive school safety plan may be evaluated and amended, as needed, by the school safety planning committee, but shall be evaluated at least once a year, to ensure that the comprehensive school safety plan is properly implemented. An updated file of all safety-related plans and materials shall be readily available for inspection by the public.

(f) As comprehensive school safety plans are reviewed and updated, the Legislature encourages all plans, to the extent that resources are available, to include policies and procedures aimed at the prevention of bullying.

(g) The comprehensive school safety plan, as written and updated by the schoolsite council or school safety planning committee, shall be submitted for approval under subdivision (a) of Section 32288.

(Amended by Stats. 2011, Ch. 732, Sec. 3.)

## **Components of the Comprehensive School Safety Plan (EC 32281)**

### **Piute Mountain Elementary School/Caliente Union School District Safety Committee**

Alan Gonzalez, Superintendent/Principal  
Leticia Alvarez, Office Manager  
Tiffany Black, Office Manger/Bus Driver  
Tammie Wagner, Teacher  
James Clancy McCay, Bus Driver/Maintenance  
Jason Baughman, Parent  
Mary Baughman, Parent

### **Assessment of School Safety**

The Caliente Union School District believes that the best prevention begins in the classroom. Students are given rules and opportunities to have students be a part of the rule setting process, whenever possible. After rules are set, they may be re-evaluated and changes made as seen appropriate. Teachers and staff are informed of set rules and the rules are posted with consequences available where appropriate. Students are asked to evaluate their academic and behavioral performance on a regular basis. This is a good tool for students to use through out their life. The rules are listed in this section.

Students' anxieties from classroom stress may overflow onto the playground and vice versa. This may result in students acting out verbally and/or physically. Unresolved conflicts grow into pressure cooker situations. Conflict resolutions on the playground and within the classroom are preventive medicine. Safety is better insured when students are allowed to "talk it out", choose an alternative solution, and are apart of the solution. Students are offered to become a part of the discipline procedure.

The discipline policy is in the student's handbook and the beginning of the school year packets. Students go through orientation at the beginning of the school year, or a brief orientation for students who come to the school later in the year. Students are well informed and daily character building assemblies help students to internalize the reason behind the rules. Teachers and staff are trained and encouraged to keep stress levels down by focusing on the action and not judging the student's motives.



**Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)**

## SAFETY STRATEGIES

Safe Schools are orderly and purposeful places where students and staff are free to learn and teach without the threat of physical and psychological harm. Our district promotes educationally and psychologically healthy environments for all children and youth. Caliente Union School District recognizes there are comprehensive, broad factors directly related to a safe school environment such as the school facility, school programs, staff, parents and the community, and further recognizes that safe school practices make major contributions to academic and school improvement efforts.

Although keeping children safe requires a community-wide effort, schools are an important piece of the undertaking to keep children safe. Piute Mountains efforts are illustrated below which broaden the safety planning and incorporate an expansive range of strategies and programs in the school safety plan.

**SCHOOL SAFETY STRATEGY #1:** Positive pupil interpersonal relations are fostered by teaching social-personal skills, encouraging pupils to feel comfortable assisting others to get help when needed and teaching pupils alternative, socially appropriate replacement responses to violence, including, but not limited to problem solving and anger control skills. When appropriate, staff members shall make referrals to recognized community agencies and/or counseling and mental health resources in the community to assist parents/student with issues prevention and intervention. The school uses a variety of methods to communicate to pupils, parents, and the greater community that all children are valued and respected.

### Preventing and Intervening: Pupil Aggressive Behavior

Creating a safe school requires having in place many preventive measures for children's mental and emotional problems. Schools can reduce the risk of violence by teaching children appropriate strategies for dealing with feelings, expressing anger in appropriate ways and resolving conflicts.

Staff members have received training in conflict resolution and confrontation skills and uses a comprehensive approach to school violence prevention. Pupils are identified in their school career using measures shown to be highly effective in identifying student with antisocial and aggressive tendencies. These measures include: (a) number of disciplinary referrals to office, (b) observed aggressive behavior, and (c) teacher observation.

Mental Health Programs District programs contributing to mental health goals include (Friday Night Live (FNL), Tobacco and Drug use prevention (TUPE). The staff shall identify students in need and bring forth the student and the family to the school's superintendent. The staff shall implement an Incident Crisis Response Plan for "suicide" in cases where a student exhibits specific characteristics. In incidences of possible suicide, police crisis response units shall be contacted.

Professional Development The Caliente Union School District provides professional development for teachers, parents, and community members. Amongst the goals of such programs are to help others establish and nurture a healthy sense of self confidence and self control, to develop personal and social responsibility and to enhance academic success.

Student Recognition Programs. Our school offers several recognition and award programs such as "caught being nice" and "PBIS".

**SCHOOL SAFETY STRATEGY #2:** Procedures, programs and strategies used to help eliminate problems of bias or unfair treatment of pupils by staff and by peers because of ethnic group, gender, race, national origin, social class, religion, disability, sexual orientation, physical appearance, color, ancestry, parental status, or other relevant characteristics. The school provides a way for each pupil to safely report and, be protected after reporting, troubling behaviors that the pupil thinks may lead to dangerous situations, such as potential school violence.

**Nondiscrimination and Fair Treatment of Pupils** A major source of conflict in many schools is the perceived or real problem of bias and unfair treatment of students because of ethnicity, gender, race, social class, religion, disability, nationality, sexual orientation, physical appearance, or some other factor. Effective schools convey the attitude that all children can achieve academically and behave appropriately, while at the same time appreciating individual differences. Effective schools communicate to students and the greater community that all children are valued and respected.

In order to maximize the successful education of all students and help them become productive citizens and lifelong learners in a diverse society, all individuals including student, parents, staff and community members:

- Shall be treated with dignity, respect and fairness;
- Shall encourage and maintain high expectations;
- Shall model an appreciation for socio-economic, cultural, ethnic, gender and religious diversity; and
- Shall contribute to an environment of mutual respect, caring and cooperation.

Students, parents, staff and community members shall join together to share a sense of belonging and take pride in our schools, facilities and programs through participation and cooperation in support of the education of all students.

A copy of the "Student Handbook" is provided to each parent/student annually or upon enrollment. This handbook includes information pertaining to student rights to physical safety, to the protection of personal property, to respect from adults, and to be free of discrimination on the basis of gender, race, color, religion, ancestry, national origin, ethnic group, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The District's policies on nondiscrimination and sexual harassment support these protections and serve to promote the fair treatment of all children.

Discipline Policy and Code Effective and safe schools, develop, and consistently enforce, school-wide rules that are clear, broad-based, and fair. School safety can be enhanced by the development of a school-wide disciplinary policy that includes a code of conduct, specific rules and consequences that can accommodate student differences on a case-by-case basis when necessary. Discipline consequences should be commensurate with the offense, should be written, applied in a nondiscriminatory manner, and accommodate cultural diversity. Direct teaching and social problem solving and social decision-making is now a standard feature of effective drug and violence prevention programs.

The district uses both classroom and school-wide discipline codes that clearly communicate the behavioral expectancies and consequences for pupils, and has developed plans to promote positive behaviors in the playground, lunchroom, hallways, and assembly areas.

**SCHOOL SAFETY STRATEGY #3:** Administrators, teachers, families, pupils, support staff, and community members recognize and make appropriate use of the early warning signs related to violence, substance abuse, and other at-risk concerns.

**Crisis Intervention and Disaster Planning** The staff shall increase school safety by evaluating and addressing serious behavioral and academic concerns. Weapons (on campus and in the community), bomb threats, explosives, fights, natural disasters, accidents, and suicides call for immediate, planned action, and long-term, post-crisis intervention. Planning for such contingencies reduces chaos and trauma.

The District's Earthquake Disaster Crisis Response Plan (EDCR) Plan includes information on how to respond to a crisis. Risk factors, response and contingency plans, quick response designs, parent contacts, debriefing, suicide/threat response, violence/aggression response and training/drills to become aware of warning signs are among the areas addressed.

#### California Safe Schools Assessment

Caliente Union School District actively participates in the California Safe Schools Assessment. Data is collected, reported, and reviewed on all crimes committed on the school campus.

#### Teacher Notice of Disciplinary History

The district administration will maintain information on each pupil who has: (1) during the previous three school years, engaged in any suspendable or expellable act (except E.C. 48900 (h)) or (b) committed a crime reported to the District by a family member, local law enforcement, Probation Department or social services. This information is used to develop awareness, assigning appropriate discipline consequences, help in allocating resources, and is a factor in determining which services are provided to the pupil or recommended to the parent/guardian.

#### Gang Affiliation

Gang affiliation and gang activity will not be tolerated at Piute Mountain School. The staff shall work closely with the local law enforcement/Gang Unit regarding all issues and matters that are gang related. Information from the school and the community shall be communicated to the student's parents, if the pupil begins to make gang affiliations. Appropriate prevention and intervention strategies and programs shall be offered to the families.

#### Drug and Violence Prevention Programs

The goals of the district's Drug Alcohol and Tobacco Education Program and other related community program include providing all K-8 pupils with a comprehensive drug and violence prevention program and providing all pupils in grades four through eight with a comprehensive tobacco use prevention education.

#### Truancy Learning Center/District Attorney Referral

The board recognizes the importance of punctuality and regular attendance. The staff shall accurately record the attendance record for all students. Parents of students with poor attendance will be contacted. Should attendance problems continue, official action is to be taken, which could result in a referral to the Kern County District Attorney's Office with a request for prosecution of the parent and/or the student. Truant students shall be referred to the Truancy Learning Center.

Megan's Law Notification The administration shall receive Megan's Law Sex Offender Information from local law enforcement and that information shall be communicated with the public so that the information can be used to protect students and families. Megan's Law provides the public with photographs and descriptive information on serious or high risk sex offenders residing in California who have been convicted of committing sex crimes and are required to register.

SCHOOL SAFETY STRATEGY #4: Plan(s) and method(s) are available to identify isolated and troubled pupils, help foster positive relationships between school staff and pupils, and promote meaningful parental and community involvement.

#### Parent/Guardian Involvement

Staff members in effective and safe schools make persistent efforts to involve parents/guardian by: Informing them about discipline policies, procedures, and rules, and about their children's behavior, both desirable and undesirable; involving them in making decisions concerning school-wide disciplinary policies and procedures; and encouraging them to participate in prevention programs, intervention programs and crisis planning.

#### Piute Mountain School:

- Effectively uses the School Site Council
- Notifies parents about, and encourages participation in parenting programs.
- Has established a school visitation procedure.
- Provides a newsletter to parents.
- Uses the School Accountability Report Card as a procedure to communicate to parents.
- Provides several opportunities for Teacher-Parent Conferences.
- Maintains an effective Homework Policy

Each classroom is arranged to help prevent aggressive behavior. High traffic areas are free of congestion. Pupils are in full view of the teacher so the teacher can easily monitor students' behavior. Teaching materials and student supplies are readily accessible to minimize student-waiting time. Seats are arranged so students can easily see instructional presentations and to reduce the opportunity for off-task behavior.

#### Parent Training: Promoting the Use of Community Resources

The district advocates for the provision of community resources to help maximize the development of positive behavior and the suppression of antisocial behavior. Such training promises to maximize the parent's contribution to academic excellence and noteworthy social-development.

#### Problem Solving Teams

School communities can enhance their effectiveness by identifying factors that result in violence and other problem behaviors. In-building, collaborative problem-solving teams are viewed as essential to successful prevention and intervention with aggressive behavior. Our School utilizes a student study team to help address issues of problem behavior. These problem-solving efforts bring together school staff, parents, and when appropriate, involved community-based agencies and the pupil. The goal is to help identify, clarify, analyze and resolve issues concerning pupil, educational and familial concerns. The student study team is flexible enough to address individual problems and school-wide matters.

#### Community Linkages

When working with parents and students with specific issues, the staff will provide information to the families regarding available community resources. The staff shall work closely with recognized local city, county and state agencies.

SCHOOL SAFETY STRATEGY #5: Specific employees use unique strategies to promote school safety.

#### Administrative Positions

Schools can enhance physical safety by monitoring the surrounding school grounds-including landscaping, parking lots, and bus stops. Pupils can also be a good source of information. Peers often are the most likely group to know in advance about potential school violence.

The principal has/have developed procedures to monitor the school campus, the surrounding areas, and has designated the safe entrance and exit routes to school. Furthermore, recognizing that pupils are often the first to know of dangerous plans or actions, the principal makes himself/herself available for a pupil to safely report troubling behaviors that may lead to dangerous situations. When it comes to school safety, pupils are taught not to keep secrets. Effective relationships between the principal and pupils help initiate appropriate investigations, help staff learn of suspects in school offenses, and help collect important knowledge about community conflicts that may have an impact on school safety.

#### Campus Disturbances and Crimes

The district recognizes that campus disturbances and crimes may be committed by visitors and outsiders to the campus. Several steps have been taken to protect the school, staff, and pupils from safety threats by individuals visiting the campus area. In addition, disputes often occur because of parental custody disputes. The staff will maintain, in the student's record, custody documentation provided by families and will request assistance from local law enforcement as needed.

#### Visitors and Disruptions to Educational Process

Caliente School District is aware of the laws, policies and procedures, which govern the conduct of visitors to the school campus and uses continuing efforts to minimize the number of campus entrance and exit points used daily. Access to school grounds is limited. Campus traffic, both pedestrian and vehicular, flows through areas that can be easily and naturally supervised. Delivery entrances used by vendors are also checked regularly. The campus has perimeter fencing.

To ensure the safety of pupils and staff and avoid potential disruptions, all visitors to the campus, except pupils of the school and staff members, must register immediately upon entering any school building or grounds when school is in session.

The district has established a visible means of identification for visitors while on school premises (i.e. tag). Furthermore, the principal, or designee may direct an individual to leave school grounds if he/she has a reasonable basis for concluding that the person is committing an act that is likely to interfere with the peaceful conduct of school activities or that the person has entered

the campus with the purpose of committing such an act.

The board has developed a notice for disruptive individuals and, when appropriate, exercises the authority to remove a visitor or outsider from the campus. Law enforcement is immediately contacted for individuals engaging in threatening conduct, including disturbing the peace.

## SEMS

### Evacuation Procedure for Piute Mountain School

Students will be evacuated to Rankin Ranch or to Ed Oakley Hall, whichever is deemed safest for students by the Incident Commander. Teachers and Instructional Aides will stay with their classes. The aide will stay in the classroom with any injured students, while the teacher will take the class to evacuation area. All able bodies will move themselves. Jeanne Seno will be in charge of attendance and exiting of students from the school and releasing them to parents or guardians. Radios will be manned by Alan Gonzalez, Jeanne Seno, Leticia Alvarez and Clancy McCay. Jeanne will be in charge of operations and will then pass her duties to Alan Gonzalez in case of bus evacuation. At that time bus drivers will evacuate the students by bus. Pamela Beam and Chris Hesse are stationed at triage.

This will be practiced twice a year.

### SHUT OFF PROPANE AT TANKS IF POSSIBLE

### Caliente Union School District Wellness Policy

#### Purpose and Goals

All students shall possess the knowledge and skills necessary to make nutritious and enjoyable food choices for a lifetime. In addition, all school staff members are encouraged to model healthy eating behavior as a valuable part of daily life. School leaders shall prepare, adopt, and implement a comprehensive plan to encourage healthy eating that includes:

- o A food service program that employs well-prepared staff who efficiently
- o serve appealing choices of nutritious foods;
- o Pleasant eating areas for students and staff with adequate time for
- o unhurried eating;
- o An overall school environment that encourages students to make
- o healthy food choices;
- o Opportunities and encouragement for staff to model healthy eating
- o habits;
- o Services to ensure that students and staff with nutrition-related health
- o problems are referred to appropriate services for counseling or medical
- o treatment; and
- o Strategies to involve family members in program development and
- o implementation.

The school nutrition program shall make effective use of school and community resources and equitably serve the needs and interests of all students and staff, taking into consideration differences in cultural norms.

#### I. The Food Service Operation

##### A. Financial Management

1. It is acknowledged that the feeding of children is primarily a family responsibility . To supplement their efforts, every school shall

operate a food service program to ensure that all students have affordable access to the varied and nutritious foods they need to stay healthy and learn well.

2. The food service program shall aim to be financially self-supporting. However, the program is essential educational and support activity and budget neutrality or profit generation must not take precedence over the nutritional needs of the students. If subsidy of the food service fund is needed, it should not be from the sale of foods that have minimal nutritional value and/ or compete nutritionally with program meals.

#### B. Program Requirements

1. During each school day the food service program shall offer lunch under the nutritional guidelines of the USDA 's National School Lunch and Breakfast Program. Additionally, the food service program shall offer snacks based on the nutrient guidelines in the USDA 's After School Snack Program to those students in after-school education or enrichment programs. Each school shall encourage all students to participate in meal opportunities. In particular, the school shall make efforts to ensure that families are aware of need-based programs for free or reduced-price meals and that eligible families are encouraged to apply. The program shall maintain the confidentiality of students and families applying for or receiving free or reduced-price meals.

2. Our Schools shall offer varied and nutritious food choices that are consistent with the federal government's Dietary Guidelines for Americans. Menus should be planned with input from students, family members, and other school personnel and should take into account students' cultural norms and preferences. Food pricing strategies shall be designed to encourage students to purchase nutritious items. Procedures shall be in place for providing to families, on request, information about the ingredients and nutritional value of the foods served.

3. The school food service program shall monitor the nutrient breakdown of their menus and analyze the menus offered to students using nutrient analysis software to ensure that USDA guidelines are being met.

4. The school food service program shall have in place a procedure for handling leftover food production. Staff shall cooperate with efforts in the community to recover wholesome excess food for distribution to people in need.

#### C. Staffing

1. Our district shall employ a food service director, who is properly qualified, according to current professional standards, to administer the school food service program and satisfy reporting requirements. The American School Food Service Association has established certification and credentialing standards available at <http://www.asfsa.org/continuing/>. The American Dietetic Association (ADA) has established certification and credentialing standards available at [www.eatright.org](http://www.eatright.org). Schools should utilize ASFSA and ADA recommendations for food service staffing and qualifications to appropriately staff their food service departments.

2. Dining room supervisory staff shall receive appropriate training in how to maintain safe, orderly, and pleasant eating environments.

3. Food service staff members are encouraged to inform and collaborate with classroom teachers about the school nutrition education.

#### D. Do Adequate Eating Space and Time and Appropriate Use of Food

1. Students and staff shall have adequate space to eat meals in pleasant surroundings and shall have adequate time to eat, relax, and socialize. Safe drinking water and convenient access to facilities for hand washing and oral hygiene must be available during all meal periods.

2. Food shall not be withheld from students as punishment.

#### E. Food Safety

1. All food service equipment and facilities must meet applicable local and state standards concerning health; safe food preparation; handling, and storage; drinking water; sanitation; and workplace safety.



2. All food service personnel shall have adequate pre-service training and must hold a Serve Safe certificate. All food service workers in establishments handling open food must obtain a food handler's card or applicable requirements for each county following the guidelines of the California Department of Health Services.

## II. Nutrition Education

### A. Instructional Program Design

1. Nutrition education topics shall be integrated within the sequential, comprehensive health education program taught at every grade level, pre-kindergarten through eighth. The nutrition education program shall focus on students' eating behaviors be based on theories and methods proven effective by published research, and be consistent with the state's/ district's health education standards/guidelines/framework. Nutrition education shall be designed to help students learn:

a. Nutritional knowledge, including but not limited to the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements and safe food preparations, handling and storage;

b. Nutrition-related skills, including but not limited to planning a healthy meal, understanding and using food labels, and critically evaluating nutrition information, misinformation, and commercial food advertising; and

c. How to assess one's personal eating habits, set goals for improvement, and achieve those goals.

2. Nutrition education instructional activities shall stress the appealing aspects of healthy eating and be participatory, developmentally appropriate, and enjoyable. The program shall engage families as partners in their children's education.

3. The school site council shall assess all nutrition education curricula and materials for accuracy, completeness, balance, and consistency with the state's/ district's educational goals and standards as mandated by the state. Materials developed by food marketing boards or food corporations shall be examined for inappropriate commercial messages.

### B. Staff Qualifications

1. Staff responsible for nutrition education shall be adequately prepared and regularly participate in professional development activities to effectively deliver the nutrition education program as planned. Preparation and professional development activities shall provide basic knowledge of nutrition, combined with skill practice in program-specific activities and instructional techniques and strategies designed to promote healthy eating habits.

### C. Educational Reinforcement

1. School staff are encouraged to cooperate with other agencies and community groups to provide opportunities for student volunteer work related to nutrition, such as assisting with food recovery efforts and preparing nutritious meals for house-bound people. School officials should disseminate information to parents, students, and staff about community programs that offer nutrition assistance to families.

### D. Nutrition-Related Health Problems and Modified Diets

1. The school food service program will comply with USDA's disability requirements for modified diets. The school food service program is strongly encouraged to meet ethnic dietary requests as recommended by USDA.

## III. Food Choices at School and a Healthy School Environment

### A. The School Environment

#### 1. Recess

a. Careful consideration of the school lunch environment shall be taken into account when scheduling recess. The importance of

physical activity for children of all ages and supervised playtime for younger children shall be duly acknowledged. Center for Disease Control defines physical activity as any bodily movement produced by skeletal muscles that results in an expenditure of energy.

## 2. Commercial Advertising

a. Advertising messages will be consistent with and reinforce the objectives of the educational and nutrition environment goals of the school. Advertising of foods or beverages in the areas accessible to students during meal times is consistent with established nutrition environment standards.

### B. Nutritious Food Choices

1. Foods of good nutritional content including fruits, vegetables, low-fat dairy foods, and low-fat grain products, shall be available wherever and whenever food is sold or otherwise offered at school during the normal school day. Our School shall take efforts to encourage students to make nutritious food choices. Eat smart, Play Hard nutrition education and promotional materials are designed to convey science-based, behavior-focused and motivational messages about healthy eating and physical activity. The campaign uses Power Pantheras the primary communication vehicle for delivering the messages to children and their caregivers.

2. Food and beverages sold or served on school grounds or at school-sponsored events during the normal school day shall meet the Dietary Guidelines for Americans and other nutrition standard guidelines as set forth by the California Department of Education Child Nutrition Programs. This includes:

- a. food and beverages sold as part of school-sponsored fundraising activities; and
- b. refreshments served at student parties, celebrations, and meetings.

3. Foods of Minimal Nutritional Value as defined by 7 CFR 210.11(2) are prohibited from being served or sold anywhere a reimbursable meal is served, sold, and/ or eaten. Foods of minimal nutritional value as defined by USDA include carbonated beverages, water ices, chewing gum, hard candies, jellies and gums, marshmallow candies, fondant, licorice, spun candy, and candy coated popcorn.

### C. Food Sales

1. At the discretion of the Food Service Director, the management of foods sales on school grounds shall be under the management of the school food service program, (except foods sold as part of a fundraising activity). If food and beverages are sold during school hours and are not under the management of the school's food service programs, the nutrition requirements of USDA's School Lunch Program and the nutrition environment requirements set forth in this policy must still be met.

2. Only student organizations and organizations approved by the superintendent are permitted to engage in fundraising on school grounds during the school day. These organizations are encouraged to raise funds through the sale of items other than food. Foods sold for fundraising purposes are prohibited during meal services and until 30 minutes after the last meal is served during the school day. Foods sold for fundraising purposes during the school day shall be monitored by the food service director to ensure compliance with the nutritional standards established by the USDA for school food service programs. Organization raising funds by selling foods must schedule and authorize the fundraiser with the food service director prior to the event.

3. Foods and beverages that have as the first ingredient: sugar, corn syrup, shortening, lard, or similar, may not be sold to students on school grounds during the normal school day.

## IV. Physical Activity and a Healthy School Environment

### A. Recommendations for Physical Activity

1. Physical education courses should be the environment in which students learn, practice and are assessed on developmentally appropriate motor skills, social skills, and knowledge.

2. Physical activity involves bodily movement that results in an expenditure of energy of at least a moderate intensity level and for duration sufficient to provide a significant health benefit for students.

3. Children should accumulate at least 60 minutes of physical activity on all or most days of the week. This can be accomplished through several bouts of physical activity lasting 15 minutes or more each day.

4. Extended periods of inactivity (periods of two or more hours) are discouraged.

#### B. Recommendations for Physical Education for Children During the Normal School Day

1. Schools should provide daily recess periods of at least 20 minutes for all elementary school students.

2. Implement a sequential physical education course of study consistent with national standards for physical education and with a focus on students' development of motor skills, movement forms, and health-related fitness.

3. Ensure that students are moderately to vigorously active at least 50% of the time while participating in physical education classes.

4. Provide a physical and social environment that encourages safe and enjoyable activity for all students, including those who are not athletically gifted.

#### C. Encouraging Lifetime Physical Activity

1. Our Schools encourage parents and community members to institute programs that support physical activity.

The policy will be modified based on legislation.

#### Head Lice (Pediculosis)

##### DESCRIPTION

Nits (white eggs) are firmly attached to hairs. Unlike dandruff, nits can't be shaken off.

Gray bugs (lice) are 1/16 inch long, move quickly, and are difficult to see.

Your child's scalp itches and has a rash.

The back of the neck is the favorite area for lice and nits.

The nits are easier to see than the lice because they are white and very numerous.

##### CAUSE

Head lice live only on human beings. They can be spread quickly by using the hat, comb, or brush of an infected person, or simply by close contact. Anyone can get lice despite good health habits and frequent hairwashing. The nits (eggs) normally hatch into lice in about 1 week.

##### EXPECTED COURSE

With treatment all lice and nits will be killed. If the lice come back, it usually means your child has had contact with another infected person or the shampoo wasn't left on for 20 minutes. There are no lasting problems from having lice and they do not carry other diseases.

##### HOME TREATMENT

Anti-lice shampoo or rinse

Follow the directions. Most products must be used on dry hair. Pour about 2 ounces of the anti-lice shampoo into the dry hair. Add a little warm water to work up a lather. Scrub the hair and scalp for 20 minutes, by the clock. Rinse the hair thoroughly and dry it with a towel. The shampoo kills both the lice and the nits. Repeat the anti-lice shampoo once after 7 days to prevent reinfection.

Removing nits

To make sure the nits are dead, wait at least 3 hours after using the shampoo before removing them.

Remove the nits by backcombing with a fine-tooth comb or pulling them out individually. The nits can be loosened using a mixture of half vinegar and half water. Apply the mixture to the hair and keep your child's hair under a towel wrap for 30 minutes. Even though the nits are dead, most schools will not allow children to return if nits are present. The head does not need to be shaved to cure lice.

Lice in the eyelashes

If you see any lice or nits in the eyelashes, put plain petroleum jelly on the eyelashes twice a day for 8 days. The lice won't survive.

Cleaning the house

Head lice can't live for more than 24 hours off the human body. Your child's room should be vacuumed. Combs and brushes should

be soaked for 1 hour in a solution made from the anti-lice shampoo. Wash your child's sheets, blankets, and pillowcases in hot water. Items that can't be washed (hats or coats) can be sealed in plastic bags for 2 weeks (the longest that nits can survive). Anti-lice sprays or fumigation of the house is unnecessary.

#### Contagiousness

Check the head of everyone else living in your home. If anyone has scalp rashes, sores, or itching, they should be treated with the anti-lice shampoo even if lice and nits are not seen. Your child can return to school after the first treatment with the shampoo.

Remind your child not to share combs and hats.

CALL YOUR CHILD'S PHYSICIAN DURING OFFICE HOURS IF:

The rash and itching are not gone 1 week after treatment.

The sores start to spread or look infected.

The lice and nits return.

You have other questions or concerns.

#### Notice

January 30, 2013

Dear Parents,

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA). The law requires all schools, kindergarten through twelfth grade, to be inspected by EPA accredited inspectors and to identify all asbestos containing building materials as defined in AHERA. The law further requires the development of a management plan by an EPA accredited management planner based upon the findings of the inspection.

The initial inspection of our school was conducted a number of years ago and identified some asbestos containing materials. Since that time, we continue to conduct periodic inspections and accredited reinspections to insure that the asbestos containing materials remain in good condition and do not pose a hazard to our students or staff.

In the 2001 – 2002 school year Caliente School abated the asbestos. Our required three-year inspection has been performed.

A management plan was drafted after our original inspection and submitted to the state. It outlines in detail the methods we will use to maintain the materials in a safe manner, and will help reduce or eliminate the potential for exposure to asbestos fibers in our school. The management plan is updated periodically as asbestos is removed or conditions change.

A copy of the complete district management plan is on file for your review at the district office located at 12400 Caliente Creek Road. A copy of the Caliente School site report is at the Caliente School. The district superintendent, Alan Gonzalez, is available to discuss the management plan with you. Please contact the district office.

Sincerely,

Alan Gonzalez  
Superintendent

**(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)**

## Child Abuse Reporting Procedures

### Definitions

Child abuse or neglect includes the following: (Penal Code 11165.5, 11165.6)

1. A physical injury inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child as defined in Penal Code 11165.1
3. Neglect as defined in Penal Code 11165.2
4. Willful cruelty or unjustifiable punishment of a child as defined in Penal Code 11165.3
5. Unlawful corporal punishment or injury resulting in a traumatic condition as defined in Penal Code 11165.4

Child abuse or neglect does not include:

1. A mutual affray between minors (Penal Code 11165.6)
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of his/her employment (Penal Code 11165.6)

(cf. 3515.3 - District Police/Security Department)

3. The exercise by a teacher, vice principal, principal or other certificated employee of the same degree of physical control over a student that a parent/guardian would be privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)
4. An amount of force that is reasonable and necessary for a school employee to quell a disturbance threatening physical injury to persons or damage to property, to protect himself/herself, or to obtain weapons or other dangerous objects within the control of the student (Education Code 49001)
5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by the student (Education Code 49001)

Mandated reporters include but are not limited to teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; administrators and employees of a licensed day care facility; Head Start teachers; district police or security officers; and administrators, presenters or counselors of a child abuse prevention program. (Penal Code 11165.7)

(cf. 5141.41 - Child Abuse Prevention)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. (Penal Code 11166)

### Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within

the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Any mandated reporter who has knowledge of or who reasonably suspects that mental suffering has been inflicted upon a child, or that the child's emotional well-being is endangered in any other way, may report the known or suspected instance of child abuse or neglect to the appropriate agency designated below. (Penal Code 11166.05)

Instances that indicate that the emotional well-being of a child might be endangered include, but are not limited to, evidence that the child is suffering from emotional damage, such as severe anxiety, depression, withdrawal, or untoward aggressive behavior towards self or others.

Any person shall notify a peace officer if he/she reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury, where the victim is a child under age 14. (Penal Code 152.3, 288)

#### Responsibility for Reporting

The reporting duties are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, and when there is agreement among them, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Any person not identified as a mandated reporter who has knowledge of or observes a child whom he/she knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)

#### Reporting Procedures

##### 1. Initial Telephone Report

Immediately or as soon as practicably possible after knowing or observing suspected child abuse or neglect, a mandated reporter shall make a report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or the county welfare department. (Penal Code 11166)

Child Protective Services/ Dept. of Human Resources  
100 East California Ave. / P.O. Box 511  
Bakersfield, 93302 (661) 631-6011 fax ( 661) 631-6568

When the telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

##### 2. Written Report

Within 36 hours of receiving the information concerning the incident, the mandated reporter shall prepare and send to the appropriate agency a written report which includes a completed Department of Justice form. (Penal Code 11166, 11168)

Mandated reporters may obtain copies of the above form from either the district or the appropriate agency.

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

- a. The name, business address and telephone number of the person making the report and the capacity that makes the person a mandated reporter
- b. The child's name and address, present location and, where applicable, school, grade and class
- c. The names, addresses and telephone numbers of the child's parents/guardians
- d. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information
- e. The name, address, telephone number and other relevant personal information about the person(s) who might have abused or neglected the child

The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her. (Penal Code 11167)

Information relevant to the incident of child abuse or neglect may also be given to an investigator from an agency that is investigating the case. (Penal Code 11167)

### 3. Internal Reporting

Employees reporting child abuse or neglect to the appropriate agency are encouraged, but not required, to notify the principal or designee as soon as possible after the initial telephone report to an appropriate agency. When so notified, the principal shall inform the Superintendent or designee.

The principal or designee so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Governing Board policy and administrative regulation. At the mandated reporter's request, the principal may assist in completing and filing these forms.

The mandated reporter shall not be required to disclose his/her identity to the principal. (Penal Code 11166)

He/she may provide or mail a copy of the written report to the principal, Superintendent or designee without his/her signature or name.

Reporting the information to an employer, supervisor, school principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

### Training

Training of mandated reporters shall include child abuse identification and reporting. All employees receiving such training shall receive written notice of state reporting requirements and employees' confidentiality rights. (Penal Code 11165.7)

Training shall also include guidance in the appropriate discipline of students, physical contact with students, and maintenance of ethical relationships with students to avoid actions that may be misinterpreted as child abuse.

(cf. 5144 - Discipline)

(cf. 5145.7 - Sexual Harassment)

### Victim Interviews

Upon request, a representative of an agency investigating suspected child abuse or neglect may interview a suspected victim during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child shall be given the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the child. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her, before the interview takes place, of the following requirements: (Penal Code 11174.3)



1. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

#### Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian as required in other instances of removal of a child from school, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

Peace officers shall be asked to sign an appropriate release or acceptance of responsibility form.

(cf. 5145.11 - Questioning and Apprehension)

#### Parent/Guardian Complaints

Upon request, the Superintendent or designee shall provide parents/guardians with procedures whereby they can report suspected child abuse occurring at a school site to appropriate agencies. Such procedures shall be in the primary language of the parent/guardian and, when communicating orally regarding those procedures, an interpreter shall be provided for parents/guardians whose primary language is other than English. (Education Code 48987)

To file a complaint against a district employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person or in writing with any appropriate agency identified above under "Reporting Procedures."

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

If a parent/guardian makes a complaint to any district employee, that employee shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency and also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described above for mandated reporters.

(cf. 1312.1 - Complaints Concerning District Employees)

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650(a)(viii)(C).

(cf. 1312.3 - Uniform Complaint Procedures)

#### Notifications

The Superintendent or designee shall give persons hired by the district a statement informing them that they are mandated by law to report suspected child abuse and neglect, inform them of their reporting obligations under Penal Code 11166, and provide a copy of Penal Code 11165.7 and 11166. Before beginning employment, employees shall sign the statement indicating that they have knowledge of the reporting obligations under Penal Code 11166 and that they will comply with those provisions. The signed

statements shall be retained by the Superintendent or designee. (Penal Code 11166.5)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

The Superintendent or designee shall also notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report. Any other person making a report shall not incur civil or criminal liability unless it can be proven that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)
2. If a mandated reporter fails to report an incident of known or reasonably suspected child abuse or neglect, he/she is guilty of a misdemeanor punishable by a fine and/or imprisonment. (Penal Code 11166)
3. No employee shall be subject to any sanction by the district for making a report. (Penal Code 11166) (6/93 3/01) 3/06

Caliente Union School District  
Board Policy BP 5141.4  
Students

#### Child Abuse Reporting Procedures

The Governing Board recognizes that the district has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse and neglect. The Superintendent or designee shall establish procedures for the identification and reporting of such incidents in accordance with law.

(cf. 5141.41 - Child Abuse Prevention)  
(cf. 5142 - Safety)

Employees who are mandated reporters, as defined by law and district administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect. Mandated reporters shall not investigate any suspected incidents but rather shall cooperate with agencies responsible for reporting, investigating and prosecuting cases of child abuse and neglect.

The Superintendent or designee shall provide training regarding the reporting duties of mandated reporters.

(cf. 4131 - Staff Development)  
(cf. 4231 - Staff Development)  
(cf. 4331 - Staff Development)

In the event that training is not provided to mandated reporters, the Superintendent or designee shall report to the California Department of Education the reasons that such training is not provided. (Penal Code 11165.7)

Parents/guardians may contact the Superintendent or designee to obtain procedures for filing a complaint against a district employee or other person whom they suspect has engaged in abuse of a child at a school site.

(cf. 1312.1 - Complaints Concerning District Employees)

Legal Reference:

EDUCATION CODE

33308.1 Guidelines on procedure for filing child abuse complaints  
44690-44691 Staff development in the detection of child abuse and neglect  
48906 Notification when student released to peace officer

48987 Dissemination of reporting guidelines to parents  
PENAL CODE  
152.3 Duty to report murder, rape or lewd or lascivious act  
273a Willful cruelty or unjustifiable punishment of child; endangering life or health  
288 Definition of lewd or lascivious act requiring reporting  
11164-11174.3 Child Abuse and Neglect Reporting Act  
WELFARE AND INSTITUTIONS CODE  
15630-15637 Dependent adult abuse reporting  
CODE OF REGULATIONS, TITLE 5  
4650 Filing complaints with CDE, special education students

Management Resources:

CDE LEGAL ADVISORIES

0514.93 Guidelines for parents to report suspected child abuse by school district employees or other persons against a pupil at school site

WEB SITES

CDE: <http://www.cde.ca.gov>

School/Law Enforcement Partnership: <http://www.cde.ca.gov/spbranch/safety/partnership.html>

California Attorney General: <http://caag.state.ca.us>

California Department of Social Services: <http://www.dss.cahwnet.gov>

Governor's Office of Criminal Justice Planning: <http://www.ocjp.ca.gov>

(6/93 3/01) 11/04

Caliente Union School District

Board Policy BP 5141.41

Students

#### Child Abuse Prevention

Every child has the right to live free of physical and emotional abuse, including neglect and sexual assault. The Governing Board recognizes that such abuse has severe consequences for the child, sometimes resulting in the child's own violent behavior or in drug addiction. Schools are in a position to promote the prevention of child abuse and its reoccurrence, and to reduce the general vulnerability of children.

Age-appropriate and culturally-appropriate child abuse prevention curriculum shall be a component of the district's health and safety instruction. This curriculum shall explain students' rights to live free of abuse, inform them of available support resources, and teach them how to obtain help and disclose incidents of abuse. The curriculum also shall include training in self-protection techniques.

The Superintendent or designee shall provide coordinated training for teachers who will use the child abuse prevention curriculum, including instruction in the physical and behavioral indicators of abuse, crisis counseling techniques, community resources, rights and responsibilities to report abuse or neglect, and care for a child's needs after a report is made.

(cf. 5141.4 - Child Abuse and Neglect (Reporting Procedures))

The Superintendent or designee shall seek to incorporate community resources into the schools' child abuse prevention programs. To the extent feasible, the Superintendent or designee shall also use these community resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Parents/guardians shall receive prior notice of child abuse prevention instruction whenever such instruction will include family life or sex education for which notification is required by law.

(cf. 1020 - Youth Services)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

Legal Reference:

WELFARE AND INSTITUTIONS CODE

18975-18979 The Maxine Waters Child Abuse Prevention Training Act of 1984

(1/85 5/85) 9/91

**(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)**

**Disaster Plan (See Appendix C-F)**

School personnel can prevent unnecessary confusion and turmoil if they take some planning steps to minimize the possibility of further accidents or tragedy on the campus. Planned school-wide crisis response can significantly reduce disruption during times of high stress

1. The school principal or designee shall be the only person to declare a campus emergency and may do so in situations including, but no limited to, fire, medical, earthquake, flood, bomb threat, civil disturbance or school shooting.
2. Students will be notified of a school campus emergency by the principal or designee.
3. When notified of a campus emergency, students shall immediately follow the procedure of one or more of the basic "INITIAL ACTIONS"

**Building Evacuation Procedure**

1. Immediately prepare to calmly evacuate your students to the designated staging area.
2. Take you Roll Sheet/Student Emergency Contact Numbers.
3. Close all doors behind you.
4. Upon arrival at your staging area, take roll and be ready to report any missing student(s).
5. Stay with your class and keep them together until the "All Clear" message is given.

**Lock-Down Procedure**

1. Call 9-1-1
2. Keep students in classroom; if possible, direct another students in the immediate area into your classroom.
3. Immediately lock all doors in the classroom.
4. Close all windows and blinds/curtains
5. Ensure that your email account is accessible and that you cell phone is turned on, but set it to "vibrate".
6. Remain alert for instructions from the administrative office via phone, email or cell phone.
7. Take attendance and report any missing students to the attendance secretary.
8. Remain calm and if reasonable and appropriate, continue with instruction.

**Duck and Cover Procedure**

1. Duck under a table or desk.
2. Cover and make sure your whole body is under the desk or table. Keep your head down between your legs.
3. Grab the legs of the table and hang on.

**Shelter-In-Place**

1. Keep all students together in one room in the building, if possible, an interior room.
2. Move away from the windows and doors.
3. Ensure that your email account is accessible and that you cell phone is turned on.
4. Remain alert for instructions from the administrative office via phone, email or cell phone.
5. Take attendance and report any missing students to the attendance secretary.
6. Remain clam and if reasonable and appropriate, continue with instruction.

**Run-Hide-Fight (When active shooter is in the vicinity)**

**RUN**

1. Have an escape route and plan in mind
2. Leave your belongings behind
3. Keep your hands visible

**HIDE**

1. Hide in an area out of the shooter's view and away from glass
2. Block entry to your hiding place and lock the doors
3. Silence your cell phone

#### FIGHT

1. As a last resort and only when your life is in imminent danger
2. Attempt to incapacitate the shooter
3. Act with physical aggression and throw items at the active shooter

Call 9-1-1 as soon as it is safe to do so!

Be prepared to share with law enforcement and/or the 9-1-1 dispatcher:

1. Location of the active shooter
2. Number of shooters
3. Physical description of shooters
4. Number and type of weapons held by shooters
5. Number of potential victims at the location

#### Abducted Student

1. Call 9-1-1
2. If observed, take notice of the vehicle model, color, and license plate number and possible route of vehicle.
3. Be ready to give the abductor's description.
4. Immediately contact the Principal or designee.
5. Keep other students clam and avoid speculative comments.
6. Await further instruction from the law enforcement or administration.

#### PROCEDURE FOR RELEASING STUDENTS

The staff shall make student safety their top priority. In the event of an emergency, students will remain under school staff supervision until they are picked-up by a parent, guardian, or person designated on the student's emergency release form. No Student shall be released until a) the identity of the adult picking up the student is confirmed and deemed legitimate, and b) the adult signs-out the student.

Students who are retrieved by a parent/guardian will remain under staff supervision until appropriate arrangements can be made. The school secretary shall keep a current list of enrollees with parent contact and emergency release information.

#### **Public Agency Use of School Buildings for Emergency Shelters**

At any time deemed necessary, any public agency may use our facility.

#### **(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines**

The involvement in any of the following activities or acts in, on or about school buildings or other school property is prohibited and thereby constitutes cause for disciplinary action.

When the Principal/ Superintendent determines that a criminal offense may have occurred, the appropriate law enforcement agency will be notified. Every effort will be made to contact and notify the student's parents or legal guardian as soon as possible. Disciplinary action may be taken by Caliente Union School District officials, whether or not criminal charges result.

#### Section A: Offenses which Necessitate the Notification of the Law Enforcement Officials

1. Alcohol: The possession, sale, distribution or use of alcoholic beverages.
2. Arson: The willful and malicious setting of a fire.

3. Assault: The unlawful attempt, coupled with a present ability, to commit a violent injury on the person of another.
4. Battery: The willful and unlawful use of force or violence upon the person of another.
5. Bomb Threats: The willful conveying by mail, written notes, telephones, or any other means, any threat.
6. Burglary: The unlawful entry of any building, room, or vehicle or other enclosure with the intent to commit grand or petit larceny, assault, or battery on any person or any felony.
7. Controlled Substances: Distribution, sale, possession, use, or being under the influence of any controlled substance.
8. Controlled Substances Paraphernalia: The sale, distribution, possession, or use of items related to the use of controlled substances.
9. Destruction of Property/Vandalism: Willfully and maliciously destroying, defacing or injuring any public or private property.
10. Disturbance of School: Profanity, Vulgarity, Oral/Written Obscenity: Unlawful for any person to disturb the peace of any public school by using vile or indecent language, or by threatening or assaulting any pupil or teacher within the building or ground at the school, or maliciously and purposely in any manner to interfere with or disturb any persons peaceably assembled within a public school.
11. False Fire Alarms: The unlawful reporting of or transmission of a signal or a firm alarm knowing same to be false.
12. Fire Works: The discharging, distribution, possession, sales or use of the same.
13. Injuring or Tampering with Vehicle: Willfully break, injure, tamper, remove parts, deface a vehicle; without consent of owner, climb into or upon a vehicle with intent to injure; to manipulate any levers while vehicle is at rest or unattended or to set vehicle in motion.
14. Larceny: Stealing, talking, carrying away, leading or driving away the personal goods or property of another.
15. Robbery: The unlawful taking of personal property from a person of another in his/her presence, against his/her will, by means of force or violence or fear of injury.
16. Rout and Riot: Two or more persons meeting to do an unlawful act upon a common cause of quarrel and making advances toward it.
17. Stolen Property: Receiving or possessing property of another, knowing or under such circumstances as would cause a reasonable person to know they were so obtained.
18. Trespass or Loitering upon School Premises: To remain upon school property after being warned or asked to leave by school personnel.
19. Weapons:
  - a) Brandishing any knife, blackjack, slingshot billy, sand club, sandbag, metal knuckles, explosive substance, dirk dagger, pistol, revolver, or other firearm. Or deadly weapon in a rude, angry or threatening manner or to use same in any fight or quarrel.
  - b) Possession-It is unlawful for any person to possess any weapon commonly known as a knife, blackjack, slingshot, billy, sand club, sandbag, metal knuckles, explosive substances, dirk dagger, nunchakus, pistol, revolver, or other firearm, or other deadly weapon.
  - c) Concealed- It is unlawful for any person to carry and/or hide any weapon commonly known as a knife, blackjack, slingshot, billy, sand club, sandbag, metal knuckles, explosive substances, dirk dagger, nunchakus, pistol, revolver, or other firearm, or other deadly weapon.
  - d) Firearm-Any weapon which will or is designed to or may be readily converted to expel a projectile by the action of an explosive; the frame or receiver of weapon described above; firearm muffler or silencer; any explosive, incendiary or poison gas (bomb, grenade, missile with explosive or incendiary charge of more than ¼ ounce); rocket with propellant charge of more than 4 ounces; similar device to any of the above; combination of parts of any of the above from which a destructive device could be made.
20. Gang Activity: Incidents involving initiations, hazing, intimidation, and/or related activities of group affiliations which are likely to cause bodily danger, physical harm, or personal degradation resulting in physical or mental harm to persons.

#### Section B: School Offenses

1. Altering School Documents: Erasing, changing, editing attendance records, grade records, etc.
2. Assault: Physical or verbal threats with the intent and ability to carry through with same.
3. Battery: Any unconsented touching or application of force to another person.
4. Cheating
5. Destruction of Property/Vandalism: Willfully destroying, defacing or injuring any public or private property with the estimated value of less than \$150.00. The offender will repair, replace or pay the cost of damages as determined by the Principal/Superintendent.
6. Disobedience, Insolence and Insubordination: Student behavior which defies instructions of school personnel.
7. Disorderly Conduct: Conduct which interferes with the educational process or causes a school disruption.
8. Disturbing the Peace: Maliciously and willfully disturbing the peace of any person.
9. Extortion: To obtain by threatening or fraudulent means.
10. Fighting or Inciting Others.

11. Firecrackers/Snappers/Similar Devices: The discharging, distribution, possession sales or use of the same.
12. Forging or using forged passes, excuses or other school documents.
13. Gambling
14. Harassment and /or Hazing: Any act which forces another student to undergo a humiliating or abusive ordeal as in initiations.
15. Inappropriate Dress and Appearance: Dress and/or appearance which present potential health or safety problems or cause school disruptions. (See Dress Code)
16. Indecent Exposure: An open indecent or obscene exposure of one's person or the person of another.
17. Intimidation
18. Petit Larceny: Unlawful taking away another person's property, with an estimated value of less than \$250.00, without consent.
19. Profanity, Vulgarity, or Oral/ Written Obscenity
20. Slander, Libel and Defamation: Spreading false or unsubstantiated information in writing or verbally about a person and harming his/her reputation.
21. Stolen Property: Receiving or possessing property of another, knowing or under such circumstances as would cause a reasonable person to know it was so obtained.
22. Tobacco Products/ Vaping: Possession, use, sale, or distribution.
23. Truancy: Being absent from school without a valid excuse acceptable to the school Superintendent.

SEARCH AND SEIZURE: School administrators have a responsibility for the safety of students and the security of the school, because of this high standard of care, school officials have the legal right to search belongings, vehicles, or persons on campus provided there is a reasonable suspicion that the student has violated school rules or state law.

EDUCATION CODE 48900.6: DISCIPLINARY ACTION/COMMUNITY SERVICE  
EDUCATION CODE 48911: IN-SCHOOL/OUT-OF-SCHOOL-SUSPENSION

**(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)**

Our teachers would be notified verbally by Superintendent.

**(E) Sexual Harassment Policies (EC 212.6 [b])**

It is the policy of the Caliente Union School District to maintain a learning and working environment that is free from sexual harassment. Sexual harassment is a form of sex discrimination under Title IX of the Education Amendments of 1972 and is prohibited by both federal and state law, Alan Gonzalez is the designated Title IX person at Caliente Union School District for the students at Piute Mountain School.

It will be a violation of this policy for any member of the Caliente Union School District staff to harass another staff member or student through conduct or communications of a sexual nature as defined below. It shall also be a violation of this policy for a student to harass other students through conduct or communications of a sexual nature as defined below.

Definition: Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when made by a member of the school staff to a student or to another staff member, or when made by a student to another student or student to staff.

Disciplinary Measures: Any student or staff who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action.

**(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)**

Caliente Union School District  
Administrative Regulation  
Dress and Grooming  
AR 5132  
Students

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law, Governing Board policy and administrative regulations. These school dress codes shall be regularly reviewed. (cf. 0420 - School Plans/Site Councils)

Clothing shall be sensible and not distract from the educational experience while taking into account the safety of each student. i.e. piercings other than ears and any visible tattoos.

In addition, the following guidelines shall apply to all regular school activities:

1. Shoes must be worn at all times. Flip Flops or backless shoes are not allowed. Sandals are not allowed; shoes must have back straps and closed toes. Shoes having strings must be tied to fit. No heels over 2 inches.
2. Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
3. Sunglasses, hats, caps and other head coverings shall not be worn except outdoors for sun protection. Students may wear a full-brimmed hat only, no caps. Sunglasses are not permitted at other times without prescription. Sunscreen may be carried with student and used without a doctor's prescription. Special circumstance variance has to be granted by the School Board. (Education Code 35183.5)
4. Clothes shall be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, razor backs, halter tops, off-the-shoulder, low-cut tops, or tops with straps less than 2 inches in width (tops must cover all undergarments), and bare stomachs are prohibited. Form fitting pants (leggings, biker shorts, tights, etc...) must be worn with a mid-thigh length shirt, skirt, shorts, or dress. Skirts, dresses, or shorts shorter than mid-thigh are prohibited. No pajama bottoms. All pants should be waist-fit or with a belt. "Sagging", chains, or gang attire is prohibited. All shirts must have the ability to be tucked in.
5. No tattoos or visible body piercings. This does not include ear piercing. [Penal code sections 19.8, 652, 653]
6. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet. Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes – including dangling earrings.

(cf. 3260 - Fees and Charges)

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

(cf. 5121 - Grades/Evaluation of Student Achievement)

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

#### Gang-Related Apparel

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 32282)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

In schools where a schoolwide uniform is required, the principal, staff and parents/guardians of the individual school shall jointly select the specific uniform to be worn. (Education Code 35183)

At least six months before a school uniform policy is implemented, the principal or designee shall notify parents/guardians of this policy. (Education Code 35183)

Parents/guardians shall also be informed of their right to have their child exempted.



The principal or designee shall also repeat this notification at the end of the school year so that parents/guardians are reminded before school clothes are likely to be purchased.

The Superintendent or designee shall establish criteria for determining student eligibility for financial assistance when purchasing uniforms.

The Superintendent or designee shall establish a method for recycling or exchanging uniforms as students grow out of them.

Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)

(10/94, 10/96) 11/01

Caliente Union School Board adopted 4/2017

**(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)**

All students at Piute Mountain School either ride the bus or are driven to school by parents or guardians morning and afternoon. All staff drive to school.

Once students arrive on campus in the morning they are not to leave campus unless they are signed out by a parent or guardian. All students who are being picked up from school before the end of the school day must be signed out.

All visitors on campus are required to check in with the front desk upon arriving.

**Procedures for Snow Days**

The Caliente Union School District / Piute Mountain School follow the directive of the Superintendent in regards to snow days. Snow conditions may require that school be cancelled, and / or delayed by 2 hours. If delayed school will start at 10:15, In the event school is cancelled make-up day/s will be scheduled during a break, so as to keep the State's required days at 180. All students and staff will be notified with a phone call, it will also be announced on local TV and radio.

**(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)**

**Component:**

Safe and Orderly Environment Conducive to Learning at School

**Element:**

Creating a physical environment that ensures school-wide safety.

**Opportunity for Improvement:**

Update the procedures and address physical environmental needs to ensure a safe school environment.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Maintain a current safety plan	Update Safety Plan			
Update procedures and communicate the plan to staff and students	Update Procedures			
Ensure student safety by practicing initial action drills with staff and students	Conduct Initial Action Drills: Duck-Cover, Shelter in Place, Lock Down and Evacuation/Fire Drill.			
update and maintain acceptable levels of emergency supplies on campus to be used in case of a major disaster or shelter in place	Purchase emergency supplies			
Increase student safety by keeping classroom doors locked	Keep classroom doors locked at all times			

**Component:**

School Culture

**Element:**

Creating a positive atmosphere for learning

**Opportunity for Improvement:**

Work with stakeholders (students, staff, parents and the community) in creating a positive learning environment that emphasizes high expectations of student conduct, responsible behavior and respect for others.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Increase student attendance to 95% or better	provide rewards for good attendance, letters home to parents			
Increase parent communication and involvement	Encourage parents to get involved in PTC (Parent ,Teacher Club) and/or CEF (Caliente Education Foundation)			

**Component:**

**Element:**

**Opportunity for Improvement:**

Objectives	Action Steps	Resources	Lead Person	Evaluation

**(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)**

**Piute Mountain Elementary School/Caliente Union School District Student Conduct Code**  
**CLASSROOM RULES**

As a student of Piute Mountain School, I will show good behavior and be a good citizen. I will:

1. Cooperate with my teacher and classmates.
2. Complete and turn in my assignments on time.
3. Check with my teacher for work I missed when I was absent from class and will complete these assignments.
4. Listen to the teacher’s instructions and follow them to the best of my ability.
5. Go to the teacher for additional instructions if necessary.
6. Thoughtfully participate in classroom discussions.
7. Participate in classroom activities.
8. Obey the Rules of Conduct according to the standards set for the class. (Class rules)
9. Bring a note from home or have parents call when absent.
10. Keep my hands and feet to myself.
11. Leave at home any gum, candy, sunflower seeds, toys, games and other items that provide distractions.
12. Respect the property and rights of others.
13. Not wear my hat to school.
14. Let good manners be my guide in all activities.
15. I will show mutual respect to each of my classmates.

**CLASSROOM BEHAVIOR**

The classroom teacher will deal with unacceptable behavior in the classroom. Students will be given the opportunity to present their perspective of the problem and their feelings.

**DISCIPLINE**

We, at Piute Mountain School, believe that school should be a safe and caring learning environment. We believe that all students are inherently good and generally behave in a respectful and responsible manner. We view inappropriate behavior as choices students make.

It is our goal, therefore, to involve students in making proper choices, not only for themselves, but for their fellow students as well. Students need to learn appropriate behaviors and learn how to resolve conflicts.

**GENERAL RULES**

Follow the directions the first time they are given. Keep hands, feet, and objects to yourself. Use appropriate language at all times. Inappropriate language has no place at our school. Adults hearing inappropriate language will make it clear to the student that school is not the place for bad language. If it was used to call another student a name, it will result in time-out. Continued usage of bad language will result in detention.

Do not litter anywhere on school grounds.

Students will not run in the halls or on the steps or ramps.

**PLAYGROUND RULES**

1. Follow directions of yard supervisor
2. Do not throw rocks, sand or wood chips.

3. Do not climb, write, pull on, etc. the trees
4. No name calling, teasing or profanity
5. Play in assigned areas only. Ask permission before leaving play area to retrieve a ball. Students must go in pairs for safety.
6. Students must ask permission before leaving play area for restroom or office.
7. Use jump ropes for jumping only.
8. No play fighting
9. Swings...
  - a. One person per seat
  - b. Face main playground
  - c. If waiting for a swing use 100 swing count
  - d. Do not roll the chains
  - e. NO BAILING OUT
  - f. Swing back and forth, not side to side
  - g. No one is to be near the poles of the swings
10. Ball Wall...
  - a. Games may not include anything that would hurt others i.e. hitting others with ball or pegging
  - b. Only Participants on the court – all spectators must stand off the court
  - c. You may not traverse or stand behind the ball wall area
11. Spider...
  - a. Climbing and dropping from spider is okay
  - b. You may not stand on top of the spider
  - c. Keep hands and feet to yourself
12. Sand Area...
  - a. Sand toys stay only in sand area under shading
  - b. No throwing sand
13. K – 4 stay on left side of walk – 5 – 8 play on right side
14. Sports equipment must be returned to the class ball box after each recess
15. Rubber balls are not to be kicked – no pegging other students
16. Only K – 2 permitted on motorcycles

#### BATHROOM RULES

1. Use facilities appropriately
2. Keep facilities picked up
3. Deposit trash in trash in trash can
4. Notify office if bathroom is messy or anything is broken

#### LUNCHROOM RULES

1. Follow directions of staff
2. Speak in soft voices – Do not yell
3. Walk
4. Clean up your area after eating
5. No sharing of food
6. No popping of bags, cartons or packets
7. Stay seated while eating or until dismissed
8. Remember your good manners and use them

#### HALLWAY RULES

1. Students will follow the directions of the staff
2. Students will walk at all times

3. Be quiet in classroom and Library areas when classes are in session
4. Keep hands, feet and objects to themselves
5. No jumping

LIBRARY RULES

1. Use whisper tones only
2. Sit quietly until given instruction
3. Only use browsing sticks for finding books
4. Wait in line quietly to check out books
5. Put return books in return box

COMPUTER TREATMENT – THE “NO” LIST

1. No pounding on keyboard or mouse
2. No fast clicking
3. No touching of screen
4. No disks or CDs from home
5. No downloading programs or installing programs
6. No disconnecting any hardware

ASK FOR ASSISTANCE AT ANY TIME – BE PATIENT WITH THE COMPUTERS!

CALIENTE UNION SCHOOL DISTRICT

BUS CONDUCT REFERRAL

Section 14263 of the State Board of Education on Regulation Governing Pupil Transportation states: “AUTHORITY OF DRIVER: Pupils transported in a school bus shall be under the authority of, and responsible directly to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across the street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus enroute between home and school or other destinations.”

This is notice that the conduct of \_\_\_\_\_ on Bus # \_\_\_\_\_ has been unsatisfactory for having violated one or more of the following rules.

1. Remain at least 10 feet from bus until it stops and the driver signals student to board.
2. Students may talk as long as it does not become loud or boisterous.
3. Students must sit properly in their seats wearing seatbelts, facing front of the bus – not turned around - and constantly remain seated. No changing of seats.
4. All body parts MUST remain inside bus at all times. No throwing things inside or outside the bus, or yelling out the windows will be allowed.
5. No shoving, pushing or crowding is allowed.
6. No backpacks or feet are to be in the aisle.
7. No food, gum, or drinks allowed unless bus driver gives special permission. (I.e., field trips or treats at end of year)
8. No animals of any kind allowed on bus.
9. Obscene or vulgar language or gestures is prohibited.
10. Keep all sharp objects (pens, pencils, etc.) in backpacks at all times.
11. Fighting on bus or at bus stop is prohibited.
12. Insubordination is not tolerated.
13. No glass containers allowed on bus (i.e., jars, bottles – including perfume)
14. No hazardous substances (i.e., aerosol, alcohol, nail polish or remover)
15. Students will get on and off bus at regularly scheduled bus stops unless special arrangements have been made prior to bus times (i.e. note from home or call from parents – class time will not be interrupted to make calls home for special arrangements)

Signed \_\_\_\_\_ (bus driver) \_\_\_\_\_ Date \_\_\_\_\_

REMARKS... \_\_\_\_\_

**Conduct Code Procedures**

Three (3) referral slips constitutes three- (3) days suspension of transportation. Three additional referral slips constitutes 20 days transportation suspension.

Referral # \_\_\_\_\_(1) \_\_\_\_\_(2) \_\_\_\_\_(3)

Action taken:

Notice sent by student to parents. Notice must be signed by parent and returned.

Transportation suspended for \_\_\_\_\_ days beginning \_\_\_\_\_.

Transportation suspended pending conference between parents and Principal.

I have read the above notice \_\_\_\_\_

Parent or guardian

Principal \_\_\_\_\_

**(K) Hate Crime Reporting Procedures and Policies**

The Caliente Union School District affirms the right of every student to be protected from hate-motivated behavior. It is the intent of the Board to promote harmonious relationships that enable students to gain a true understanding of the civil rights and social responsibilities of people in our society. Behavior or statements that degrade an individual on the basis of his/her race, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, religious beliefs or practices shall not be tolerated.

Policies:

1. Any student who feels that he/she is a victim of a hate-motivated behavior shall immediately contact the Principal/Superintendent or designee.
2. Staff who witness or receive notice of a hate-motivated behavior shall notify the Principal/Superintendent or designee, and law enforcement , as appropriate
3. Students demonstrating hate-motivated behavior shall be subject to discipline in accordance with Board Policy and Administrative Regulations..
4. Counseling, appropriate sensitivity training and diversity education for students exhibiting hate-motivated behavior will be provided.
5. The victim shall be given counseling, guidance and support, as necessary.
6. Staff will receive appropriate training to recognize hate-motivated behavior and methods for handling such behaviors in appropriate ways.

Ed Code: 33025 Hate violence defined and 48900.3 Suspension for Hate violence  
BP 5145.9

**CALIENTE UNION SCHOOL DISTRICT**

Alan Gonzalez  
Principal/Superintendent  
Leticia Alvarez  
Office Manager  
12400 Caliente Creek Road  
Caliente, CA 93518  
Telephone 661 867-2301

Board of Trustees  
Jason Rankin, President  
Karina Parker, Member  
Louis Varga, Clerk  
Adonae Faris, Member  
Ron Vanderziel Jr., Representative

Fax 661 867-6902

Email [agonzalez@calienteschooldistrict.org](mailto:agonzalez@calienteschooldistrict.org)

UNIFORM COMPLAINT PROCEDURES COMPLAINT FORM

COMPLAINANT CONTACT INFORMATION

Name\* \_\_\_\_\_

Student Name (if applicable) \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell or Work Phone \_\_\_\_\_

I am filing this complaint on behalf of:

myself  my child or a student  another child or student  a group

BASIS OF COMPLAINT

Discrimination, harassment, intimidation, or bullying\*\* in district programs or activities on the basis of the following actual or perceived protected class or characteristic (check all that apply):

Sex  Sexual Orientation  Gender

Gender Identity  Gender Expression  Ancestry

Ethnic Group Identification  Race or Ethnicity  Religion

Nationality  National Origin  Age

Marital or Parental Status  Physical or Mental Disability  Color

Genetic Information  Association with a person or group with one or more of the actual or perceived categories listed above

Noncompliance with state or federal laws regarding the following (check all that apply):

Adult Education Programs  Consolidated Categorical Aid Programs

Migrant Education  Career/Technical Education Programs

Child Care and Development Programs  Child Nutrition Programs

Special Education Programs  Pupil Fees, Charges, or Deposits for Educational Activities

Development and Adoption of  Local Control Accountability Plan  
School Safety Plan (LCAP)

DETAILS OF COMPLAINT

Date of Alleged Violation \_\_\_\_\_ Location of Alleged Violation \_\_\_\_\_

Name of Person(s) Being Complained About \_\_\_\_\_

Please complete the following to the best of your ability. (Attach additional sheets of paper if you need more space and attach any supporting or relevant documentation.)

1. Please describe with as much detail as possible the facts underlying your complaint. Provide details such as the names of those involved, the dates an incident or incidents occurred, whether witnesses were present and the names of any witnesses, etc. Please provide any details which you feel might be helpful to the complaint investigator.

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_

2. Please describe what steps, if any, you have taken to resolve this issue before filing this complaint. Have you attempted to discuss this issue with the person about whom you are complaining or with other District personnel? If so, with whom and what was the result?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Please describe your desired outcome or remedy so as to assist the complaint investigator in attempting to satisfactorily resolve your complaint.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



This complaint form must be submitted to the District Compliance Officer at the address listed below unless the complaint alleges noncompliance with the legal prohibition against requiring students to pay fees, deposits, or other charges for participating in educational activities. In such cases, this complaint form may be submitted to your school site principal. Complaints alleging unlawful discrimination, harassment, intimidation, or bullying must be initiated no later than six months from the date of the alleged discrimination, harassment, intimidation, or bullying, or six months from the date the complainant first obtained knowledge of the facts of the discrimination, harassment, intimidation, or bullying. Complaints alleging noncompliance with the legal prohibition against requiring students to pay fees, deposits, or other charges for participating in educational activities must be filed not later than one year from the date the alleged violation occurred. Complaints will be investigated in a manner that protects the integrity of the process and the confidentiality of the parties to the extent that the investigation of the complaint is not obstructed. The District's governing board prohibits any form of retaliation against any person for the filing of a complaint or participation in the complaint process.

Once completed, please deliver your complaint and any attachments to:

Alan Gonzalez, Superintendent/Principal phone:661-867-2301  
Caliente Union School District  
12400 Caliente Creek Road  
Caliente, CA 93518

The district will investigate and report its decision to the complainant within 60 calendar days of the District's receipt of the complaint per the District's Uniform Compliant Procedures found at Board Policy and Administrative Regulation 1312.3. The complainant has the right to appeal the district's final decision to the California Department of Education, or to the State Superintendent of Public Instruction for complaints alleging noncompliance with the legal requirements pertaining to the LCAP, within 15 calendar days of receiving the decision.

#### **(J) Procedures to Prepare for Active Shooters**

Alarm system will activate with the code "Sleeping Giant."

#### **Procedures for Preventing Acts of Bullying and Cyber-bullying**

Staff, which includes classified and certificated are trained on all forms of signs of bullying as a first day back to the new school year.

## **Safety Plan Review, Evaluation and Amendment Procedures**

The Caliente Union School District recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Superintendent and staff are fully committed to maximizing school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior and respect for others.

The Principal/Superintendent oversees the development of the Comprehensive Safety Plan that identifies major safety concerns as well as our goals for a safe school.

Piute Mountain School/Caliente Union School District has the School Site Council, Safety Committee and the School Board Members evaluate and review our Comprehensive School Safety Plan annually by March 1st of each year.

**Safety Plan Appendices**

## Emergency Contact Numbers

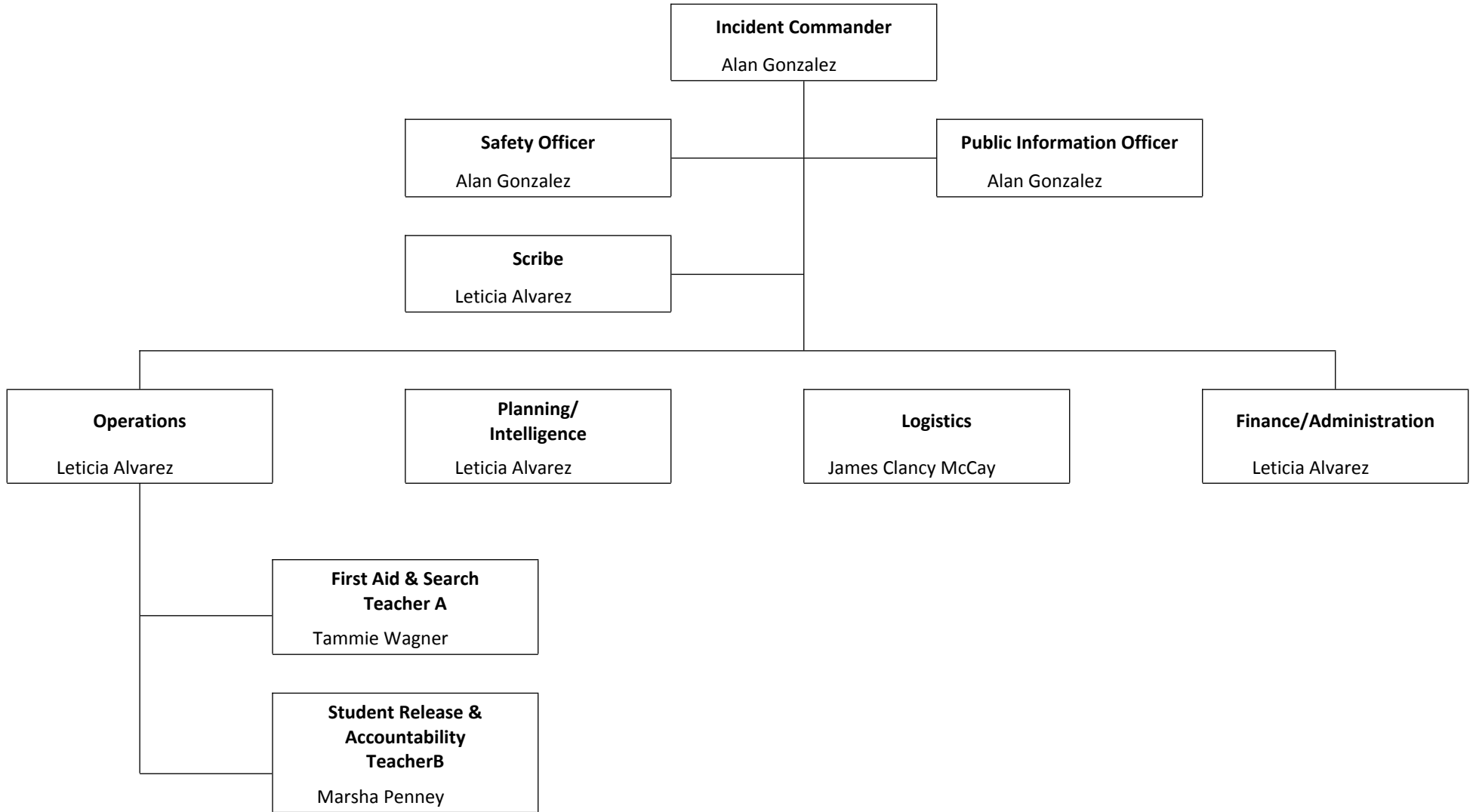
### Utilities, Responders and Communication Resources

Type	Vendor	Number	Comments
School District	Alan Gonzalez	661-867-2301	
Law Enforcement/Fire/Paramedic	Fire	661-867-2311/911	
Public Utilities	Southern California Edison	1-800-990-7788	
Public Utilities	Benz Propane	661-822-6871	
Emergency Services	Kern County Emergency Services	661-873-2603	
Law Enforcement/Fire/Paramedic	Kern County Sheriff	661-861-3110	

**Safety Plan Review, Evaluation and Amendment Procedures**

<b>Activity Description</b> (i.e. review steps, meetings conducted, approvals, etc)	<b>Date and Time</b>	<b>Attached Document</b> (description and location)
School Site Council	February 6, 2023 3:00 PM	Piute Mountain School
Caliente Union Safety Committee	February 6, 2023 3:00 PM	Piute Mountain School
Caliente Union School Board	February 14, 2023 6:30 PM	Piute Mountain School

Piute Mountain Elementary School/Caliente Union School District Incident Command System



## **Incident Command Team Responsibilities**

### **Standardized Emergency Response Management System Overview**

The California Standardized Emergency Management System (SEMS) is designed to centralize and coordinate emergency response through the use of standardized terminology and processes. This greatly facilitates the flow of information and resources among the agencies participating in response to an emergency. SEMS consists of five functions:

Our small population of students and staff also requires that some Incident Command Team Responsibilities are duplicated by the same people.

### **Management**

During an emergency, the Incident Commander directs response actions from a designated Command Post. To effectively do this, the Incident Commander must constantly assess the situation, and develop and implement appropriate strategies. The Incident Commander must be familiar with the available resources, accurately document all response actions, and effectively communicate response strategies to others participating in the response. This function is typically filled by the school principal. The principal is assisted in carrying out this function by a Public Information & Liaison Officer and Safety Officer.

### **Planning & Intelligence**

Planning and Intelligence involves the use of various methods to efficiently gather information, weigh and document the information for significance, and actively assess the status of the emergency. This understanding and knowledge about the situation at hand is vital to the effective management of a response. These activities are performed by a single person who reports directly to the Incident Commander.

### **Operations**

All response actions are implemented under by Operations. This includes staff performing first aid, crisis intervention, search and rescue, site security, damage assessment, evacuations, and the release of students.

### **Logistics**

Logistics supports the response by coordinating personnel; assembling and deploying volunteers; providing supplies, equipment, and services; and facilitating communications among emergency responders.

### **Finance & Administration**

Finance & Administration involves the purchasing of all necessary materials, tracking financial records, timekeeping for emergency responders, and recovering school records following an emergency. These activities are performed by a single person who reports directly to the Incident Commander.

## **Emergency Response Guidelines**

### **Step One: Identify the Type of Emergency**

Identification of the emergency is determined by the Incident Commander.

### **Step Two: Identify the Level of Emergency**

Following the identification of the emergency, the incident commander will determine the level of emergency.

### **Step Three: Determine the Immediate Response Action**

The level of the emergency is identified. Following the determination, a response is identified according to our Safety Plan.

Regardless of the type of emergency that occurs, the initial response by staff and students will almost always include one or more of these four basic "INITIAL ACTIONS"

1. Duck and Cover
2. Evacuate Building
3. Shelter-In-Place
4. Lock-Down
5. Run-Hide-Fight (when an active shooter in vicinity)

### **Step Four: Communicate the Appropriate Response Action**

Appropriate actions and response procedures are communicated to staff and individuals using the Incident Command System Organizational Chart and following the safety plan.

Regardless of the type of emergency that occurs, the initial response by staff and students will almost always include one or more of these four basic "INITIAL ACTIONS"

1. Duck and Cover
2. Evacuate Building
3. Shelter-In-Place
4. Lock-Down
5. Run-Hide-Fight (when an active shooter in vicinity)

When there is a sudden loud noise, or other indication that something bad is happening, instinctively the first reaction should be to "Duck and Cover." Then once the situation becomes clearer, one of the other "Initial Actions" may be implemented.

Although these five basic Initial Actions will suffice for the vast majority of campus emergencies, some emergencies may prompt the Incident Commander to follow these with additional emergency procedures. Examples of other potential actions include the total evacuation of staff and students to an off-site location, or the release of students to parents. When it is necessary to implement these other actions, the Incident Commander will provide direction in person or by other means as necessary.



## **Types of Emergencies & Specific Procedures**

### **Aircraft Crash**

call 911 and local fire 661-867-2311

### **Animal Disturbance**

Call Dept. of Fish and Wildlife 661-369-1615

### **Armed Assault on Campus**

Sheriff/ 911 and 661-861-3110

### **Biological or Chemical Release**

Call 911

### **Bomb Threat/ Threat Of violence**

Sheriff 911/ 661-861-3110

Fire Dept 661-867-2311

### **Bus Disaster**

CHP/911 and/or 661-864-4444

### **Disorderly Conduct**

Sheriff 911/661-861-3110

### **Earthquake**

911

Red Cross 661-324-6427/ Emergency Services 661-873-2602

### **Explosion or Risk Of Explosion**

Evacuate / call 911 and fire 661-867-2311

### **Fire in Surrounding Area**

911 / Local Fire Dept. 661-867-2311

Evacuate if needed

### **Fire on School Grounds**

Evacuate area, call 911 and Local Fire Dept. 661-867-2311

### **Flooding**

Local Fire Dept 661-867-2311

### **Loss or Failure Of Utilities**

We call parents and send them home

### **Motor Vehicle Crash**

call 911 and Local Fire Dept. 661-867-2311

### **Pandemic**

Follow CDPH guidelines

### **Psychological Trauma**

CCS College Community Services 760-379-3412

Comprehensive School Safety Plan

24 Hour Hotline 888-343-4756

**Suspected Contamination of Food or Water**

call Environmental Health Services for food contamination 661-862-8713

Water is well water

**Tactical Responses to Criminal Incidents**

Call Sheriff/ 911

**Unlawful Demonstration or Walkout**

Contact Kern County Superintendent of Schools Office (KCSOS) 1-661-636-4000

## Emergency Evacuation Map