Parent Information: Emergency Preparedness
What does it all Mean

An overview by Cleveland Metropolitan School District

- Lockdown
- Metal Detectors & X-ray Machines
- Parents & Student Responsibility
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January 5, 2016
Safety and Security
The Chief of Safety and Security and Chief Operating Officer shall authorize the examination of environmental conditions and operations of the District's buildings to determine potential hazards. Safety for students and personnel shall be considered with the proposal of operating changes to promote the prevention of potentially dangerous problems and circumstances in the buildings. The Chief of Safety & Security, Chief Operating Officer and the Board shall cooperate with local police and fire departments, parents, teachers, non-teaching personnel, and insurance company inspectors.
General Information:

Parent & Student Responsibilities

Criminal Activity on School Property
- No person shall assault, strike, threaten, menace, or use improper, indecent, or obscene language toward a teacher, instructor in charge of a class of students or employee of any school, while in the performance of his/her duties.
- No person shall disrupt, disturb or interface with the teaching of any class of students, or any other activity conducted in a school building, or upon the grounds thereof.
- No person shall assault, strike, threaten menace, follow, pursue or use profane, indecent or obscene language toward a student, or other person in a school building, or upon the grounds thereof, or upon the way to or from any school sponsored activity.
- Whoever violates this section is guilty of criminal activity on school property, a misdemeanor of the first degree.

Children of Compulsory School Age to be in Attendance at School; Parental Duty Imposed
- No child between ages of six and seventeen, inclusive, other than a child that has been suspended or expelled from school, shall be at any place within the city except in attendance at school between the hours of 10:00 a.m. and 2:30 p.m. excusing him or her from attending school at that particular time, or unless the child is accompanied by a parent or legal guardian, or a responsible adult selected by the parent or legal guardian to supervise the child. ORC 605.14 Minor's Curfew. City Ordinance (# 864-05)
- Each parent or legal guardian of a child between the ages of six and seventeen, inclusive, shall have a duty to prohibit the child from behaving contrary to division (a) of this section. No person shall negligently fail to fulfill the duty imposed by this division.
Children Suspended or Expelled from School to Remain Under Supervision; Parental Duties Imposed

- If a child is suspended or expelled from school, then each parent or legal guardian of the child shall have the following duties for the duration of the suspension or expulsion:
  - The duty of personally supervise the child, or to arrange for a responsible adult to supervise the child, at the times that the child would have been required to be in attendance at school had he or she not been suspended or expelled
  - If your child is suspended or expelled or is truant or habitually absent from school, the school board may order you to attend parental training. Failure to attend the training is an arrestable offense.
  - Any child that violates this section is an unruly child and is subject to the jurisdiction of Juvenile Court.
  - Any person that negligently fails to fulfill the duty imposed by this section is guilty of a minor misdemeanor for a first degree offense. Any person who is convicted of a second or subsequent offense for violating division (b) of this section is guilty of a misdemeanor of the fourth degree.

Parental Education or Training Program Requirements

- The board of education of a city, exempted village, local, joint vocational, or cooperative education school district may adopt a policy requiring the parent or guardian of any student who is suspended or expelled by the District under Section 3313.66 of the Revised Code to attend a parental education or training program provided by the District.
- No person required to attend a parental education or training program pursuant to policy adopted under division (A) or (B) of Section 3313.66.3 [3313.66.3] of the Ohio Revised Code shall fail to attend the program. Whoever violates this section is guilty of parental education neglect of a misdemeanor of the fourth degree.
Parent Information:
Locker & Vehicle Search

Student Lockers and Student Vehicles Searches
Background
- Students are entitled to the guarantees of the Fourth Amendment and they are subject to reasonable searches and seizures by school officials.
- The elimination of drugs, alcohol and weapons in public schools is important for the welfare and safety of students. The importance of the searches has been recognized by state and federal laws, including the Federal Drug-Free Schools and Communities Act of 1986, 20 U.S.C. 3171.2 et seq.; Federal Drug-Free Workplace Act of 1988, 41 U.S.C. 201 et seq.

General Provisions
- For purposes of this policy, “contraband” includes drugs, alcohol, weapons, or other materials possessed by a student in violation of federal or state law or school policy.
- All contraband found during searches by school officials will be seized and used as evidence against the student in disciplinary proceedings. In addition, illegal material confiscated will be turned over immediately to the appropriate law enforcement agency for further investigation and for the institution of possible juvenile or criminal proceedings.
Search Procedures

- Except as provided below, only principals and assistant principals or members of Safety and Security may conduct the search of a particular student, locker, or vehicle. The search must be conducted in the presence of at least one other administrator or teacher, except in emergency situations in which the principal or assistant principal has reasonable suspicion that a student may have contraband that poses an immediate threat to the welfare and safety of other individuals in the school.

- A pat-down search of a student’s person may only be conducted by a principal, assistant principal or security personnel of the same sex, except:
  - Emergency situations in which the principal, assistant principal or security personnel has reasonable suspicion that a student may have contraband on his or her person that poses an immediate threat to the welfare and safety of that student or of other individuals in the school;
  - When the student’s sex is different from both the principal and assistant principal, in which case the pat-down search must be conducted by another school official of the same sex.
  - School officials may use discretion in any decision to involve police in the investigation of contraband possession by students, except where school policy or state or federal laws require notification of police.
Parent Information: Locker & Vehicle Search

Students
- School officials may conduct a reasonable search of a particular student and his or her personal items when there is reasonable suspicion that the student is in possession of contraband.
- The scope of the search must reasonably related to the objectives of the search and not excessively intrusive in light of the student's age and sex and the nature of contraband the student is suspected of possessing.

Lockers
- Student lockers are owned by the Cleveland Metropolitan School District and loaned to students for their convenience. The school exercises exclusive control over lockers and a student should not expect privacy regarding items placed in a locker because lockers are subject to search at any time by school officials.
- School officials may conduct a reasonable search of a particular locker when there is reasonable suspicion that the locker contains contraband. Prior to the search of a particular locker, the student assigned to the locker will be notified and given an opportunity to be present. However, where school authorities have a reasonable suspicion that a particular locker contains material which poses a threat to the welfare and safety of students and staff in the school, the student locker may be searched without prior notice.
- School officials may conduct blanket or random searches of lockers without suspicion of any particular student where school officials determine in good faith that a substantial problem is threatening the welfare or safety of students and staff and that blanket or random searches may help solve or eliminate the problem. Before such a search is conducted, the school will take the following steps:
  - The CEO or his/her designee and the principal will jointly approve the search in the interest of solving a substantial problem threatening the welfare or safety of students and staff.
  - The CEO or his/her designee and the principal will decide the method and scope of the search. The search method must be in uniform and preclude the use of discretion by school officials as to which lockers are searched. Random searches may be used to search less than all lockers provided the method of selection is truly random and without discretion of officials; for example, searching every fifth locker in a designated hallway.
  - The CEO or his/her designee and the principal are authorized to conduct a one-time search or a program under which a series of searches are conducted over a specified period of time, provided that the search program will only continue as long as deemed necessary in light of the identified problem.
- All students will be required to sign a written acknowledgment of receipt of a copy of this policy and/or the Cleveland Metropolitan School District Code of Conduct that includes this policy at the time each student is assigned and issued a locker. No additional notice to students is required prior to a random or blanket search of students lockers. Blanket or random locker searches may be conducted by opening and searching lockers.
- Any contraband found in a locker will be considered in the possession of the student assigned to the locker.

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Parent Information: Locker & Vehicle Search

Student Vehicles

- Student parking lots are owned by the Cleveland Metropolitan School District and parking permits and/or designated parking is made available to students for their convenience at some of our schools. The school exercises exclusive control over student parking lots. Students should not expect privacy regarding items placed in their vehicle in the student parking lot, as the parking lot is subject to routine patrols and inspections of the exterior of student vehicles on school property without prior notice or consent. Routine patrols may be conducted by school officials or through the use of drug detecting dogs.

- School officials may conduct a reasonable search of the interior of a particular vehicle parked in the student parking lot when there is a reasonable suspicion that the vehicle contains contraband. Prior to the search of a particular vehicle, the student will be notified and given an opportunity to be present. However, where school authorities have a reasonable suspicion that a particular vehicle contains material which poses a threat to the welfare and safety of students and staff in the school, the vehicle may be searched without prior notice.

- All students will be required to sign a written acknowledgment of receipt of a copy of this policy and/or the Cleveland Metropolitan School District Code of Conduct. Included in the Code of Conduct may be an assigned parking permit. No additional notice to students is required prior to routine patrols and inspections of the exterior of students' vehicles on school property.

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Safety and Security
Parent Information:
Emergency Preparedness & Lockdown

What does it mean

- **Purpose of Drill:** Emergency preparation drills are designed to measure the following areas as it relates to emergency lockdown or evacuation procedures and safety and security protocol. These drills will last in duration until satisfactory steps have been taken to indicated that proper control of the incident has been established.

- **Goals & Objectives:** It is the goal to reduce the risks in schools by requiring complete involvement of facility managers, students, teachers and administrators in the practice and performance of emergency preparation drills. Experts recommend an annual review of safety and security plans access control issues to reduce additional risk, as well as establishing lockdown and emergency evacuation procedures.

- **Lockdown:** Lockdowns secure and limit access to buildings and may require students to return to classrooms, or in the most dramatic situations, restrict students to the classroom to keep them out of harm’s way.
  - CODE BLUE (Modified Lockdown)- is used in the emergency when the intruder or immediate danger has been positively identified to be outside of the building.
  - CODE RED (Complete Lockdown)- The immediate danger has been positively identified as a threat inside the building.

- **Drill Frequency and Preparedness:**
  It is important to conduct lockdown drills and procedures perhaps simultaneously with "other" emergency drills, (e.g. fire). The goal is not alarm, but rather, to prepare students and teachers for all emergencies.

**ORC 3737.73** requires that a minimum of three schedule drills be conducted on lockdown procedures each academic year, however Principals are encouraged to perform these drills at least an additional drills throughout the school year.
  - Your child will be directed to remain calm and follow the established protocol for the specific emergency.
Parent Information: Metal Detectors & X-ray

What does it mean

- **Purpose:** The use of metal detection devices and x-ray equipment in our school is done as a precautionary measure at our schools to re-enforce the educational learning environment. We realize that all students and visitors are not at risk for attempting to bring in contraband into our schools, but we must secure the children of the Cleveland Metropolitan School District.

- **The Procedure:** It is important that all visitors and students understand the following information as it relates to our metal detection procedures.
  - All students and visitors will be pass through the metal detection device. A device is defined as the tool or instrument used to perform the actual scan (walk-thru or handheld wands).
  - If applicable all students and visitors will submit personal items to an x-ray scan of property and or physical search of items.
  - Any contraband or weapons will taken immediately and the appropriate corrective action will be taken.

- **Outcomes:** Discovery of any contraband or weapons will be taken immediately and corrective action taken.

- **Corrective Actions:** Corrective actions may consist of the following:
  - School Discipline- (Suspension, Expulsion, Detention, Mediations, Referral etc.)
  - Police Action- Any subsequent action up to arrest.

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Safety and Security
Parental & Student Responsibilities

Assault
- No person shall knowingly cause or attempt to cause physical harm to another or to another’s unborn.
- Whoever violates this section is guilty of assault, except as otherwise provided in this section, assault is a misdemeanor of the first degree.
- If this offense is committed in any of the following circumstances, assault is a felony of the fifth degree.
- The victim could be a school teacher, or administrator, or a school bus operator, and the offense may have occurred in a school, on school premises, in a school building, on a school bus, or while the victim is outside of school premises or a school bus engaged in duties or official responsibilities associated with the victim’s employment or position as a school teacher or administrator or school bus operator, including, but not limited to, driving, accompanying, or chaperoning students at or on class or field trips, athletic events, or other school extracurricular activities or functions outside of school premises.

Making False Alarms
No person shall do either of the following:
- Initiate or circulate a report or warning of an alleged or impending fire, explosion, crime or other catastrophe, knowing that the report or warning is false and likely to cause public inconvenience or alarm.
- Knowingly cause a false alarm or fire or other emergency to be transmitted to or within any organization, public or private, for dealing with emergencies involving a risk of physical harm to persons or property. This is considered inducing panic.
- Report to any law enforcement agency an alleged offense or other incident within its concern, knowing that such offense did not occur.
- This section does not apply to any person conducting an authorized fire or emergency drill.

Whoever violates this section is guilty of making false alarms, a misdemeanor of the first degree.