

**AED LOCATIONS:**

Central: Gym area Main Office Lobby  
CMS: Main Hall by Nurse’s Office  
CHS: Hall Outside Gym and Field House  
Bus Garage

**PROFESSIONAL STAFF DEVELOPMENT:** Each year staff in-service involves safe school procedures.

**STUDENT PROGRAMS:** Our district has programming for K-12 students on drug and alcohol prevention, violence prevention and bullying prevention. In addition to classroom instruction programs, speakers and special programs are held for students.

**OFFICE PHONE NUMBERS**

Champion Transportation Dept.	330 847-2332
ESIS Secretary/Transportation Secretary	330 847-2399
Champion Bus Garage	330 847-2317
Central Elementary Office	330 847-2328
Central Student Services Office	330 847-2324
Central School Nurse	330 847-2323
Champion Middle School Office	330 847-2348
Champion Middle School Nurse	330 847-2352
Champion High School Principal’s Office	330 847-2305
CHS Asst. Principal’s Office	330 847-2301
CHS Guidance Office	330 847-2307
Athletic Director’s Office	330 847-2314
Superintendent’s Office	330 847-2338
Treasurer’s Office	330 847-2335
BOE Office Fax	330 847-2336
Food Services Department	330 847-2333

**Champion School District Web Page Address: <http://www.championlocal.org>**

# Champion Local Schools



# Safe School Procedures

**Information for Our Parents**

**2014-2015**

# CHAMPION SCHOOL DISTRICT SAFE SCHOOL PLAN

Champion Schools developed a Safe School Plan in 1995. The district wide plan is reviewed each year. Key committee members for the district's Safe School Plan include the Superintendent, building principals, supervisors, nurses, teachers, classified personnel, parents & a representative from the Champion Police & Fire Depts.

A copy of the district's Safe School Plan is made available to staff members. Staff is in-serviced on procedures at the beginning of each school year. At the conclusion of each school year, the district surveys personnel for recommendations to improve safety measures. The Plan is then updated for the following year.

The Safe School Plan addresses the following emergencies/situations: *Life/safety emergencies, severe weather alert, school bus accident involving students, utility emergency, chemical/toxic fume or spill, building evacuation, fire procedure, bomb threat, procedures for lockdown, intruder, hostage, child abduction, suicide threats, death of a student or staff member, student assembly disruption.*

**FOR PARENTS:** A copy of the district's Safe School Plan is available for review at each building.

**SAFETY INSPECTIONS:** Inspections are completed yearly by professional agencies-playground, bus, building inspections including: fire marshall, health board, BWC safety division, HVAC (air quality), food preparation.

**TORNADO & FIRE DRILLS:** Drills are conducted according to State mandates.

**BUS ACCIDENT INVOLVING STUDENTS:** In case of a bus accident, the bus driver calls 911. The transportation supervisor and mechanic report to the accident scene. The school building secretary contacts parents of any injured student. TRANSPORTATION DEPARTMENT PERSONNEL are randomly drug tested throughout the school year. Drug testing is also required of a bus driver involved in a bus accident.

**BUILDING EVACUATION:** Fire (conducted according to state mandates for fire), bomb threat, power outage, detection of unidentified odor—Students are evacuated from their building and are not permitted to re-enter the building until safety forces have approved re-admittance.

## Evacuation Sites

**Central: Champion Christian Church - Grades PK-4**

**Champion Middle: Champion Church of the Nazarene - Grades 5-8**

**Champion High: Stadium - Grades 9-12**

The above sites are used for prolonged power outages, detection of unidentified odor or any other type of building evacuation which is an extended evacuation.

**BUILDING LOCKDOWN PROCEDURES:** Each year every building conducts two practice lockdown drills. This type of drill provides training for staff & students in case of an intruder or other threat. The district has two types of lockdown procedures. An "external" lockdown means that all entry doors to the building are locked. Entry into the building is under the authority of the building principal. An "internal" lockdown means entry doors to the building & classroom doors are locked. Staff & students remain in a "stay put" mode in their classrooms, blinds are drawn, staff & students move to an area in the classroom away from the door & windows. Entry into the building is under the authority of the building principal. Safety forces are involved in the lockdown drills. Champion Schools practice ALICE drill procedures.

**SECURITY ENTRANCES:** The only accessible entrances for personnel & visitors during the school day are:

**CHS**—main entrance, auditorium entrance

**CMS**—main entrance

**CES**—main entrance

These entrances have a security camera in operation.

**VISITOR PROCEDURES:** All visitors are required to sign in at the school office & wear a badge identifying them as a visitor before proceeding to any location in the building. Staff are instructed to report to the office any non-school personnel in the building without proper school identification. ALL BUILDING ENTRY DOORS HAVE PROCEDURES POSTED FOR VISITORS ENTERING THE BUILDING.

**CLASSROOM TO OFFICE 2-WAY EMERGENCY CALL SYSTEM:** The systems at all buildings provide immediate contact with the office for any classroom emergency.

**NURSING STAFF:** The district has school nurse services for all school buildings.