



Safer Schools Initiative

Ohio Homeland Security Presentation



School Emergency Management Plans

ORC 3313.536

- Effective January 5th, 2015
 - Provides types of schools effected by the plans
 - *City, Exempted Village, Local, or Joint Vocational
 - *Community Schools
 - *STEM schools
 - *College Prep/boarding schools
 - *Career-technical education program
 - *Chartered nonpublic school
 - *Educational Service Center
 - *Preschool Program/school-age child care program licensed by ODE
 - *Any other facility that primarily provides education service subject to ODE



Four Components of the Law

- All schools must have the following:
 - **Emergency Operations Plan** (traditional safety plan)
 - https://saferschools.ohio.gov/content/school_safety_plans
 - Contains protocols and procedures that address various threats and incidents
 - **Floor plan** unique to each floor of the building
 - Model plan: <https://saferschools.ohio.gov/sites/default/files/Floor%20Plan%20Guidance.pdf>
 - One .pdf will contain all floor plans; each floor is a separate page
 - **Site Plan** that includes all building property and surrounding property
 - Model plan: <https://saferschools.ohio.gov/sites/default/files/Model%20School%20Site%20Plans.pdf>
 - Includes the view of your facility and all surrounding areas and street names
 - **Emergency Contact Sheet**
 - Template available on https://saferschools.ohio.gov/content/school_safety_plans
 - Focuses on key decision makers, emergency services, custodial, etc.



Submitting Plans

- All school administrators can continue to utilize the SAFE Account Portal:
<https://safe.ode.state.oh.us/portal/>
- Ensure you have all four documents (Emergency Operations Plan, Site Plan, Floor Plan, and Emergency Contact Sheet) as required
- ODE and OHS servers will accept the information, which is then made available to evaluators
- Infrastructure Protection Manager assigns review to evaluator(s) through CIMS (*next page*)



[What is Safe?](#) [ODE Home](#) [Contact U](#)

What is SAFE?

The Ohio Department of Education (ODE) launched the Security Application For Enterprise (SAFE) Web portal in May, 2003. SAFE is a Web Portal and a "single sign on" software security solution for ODE customers.

Don't have a SAFE account?

[Sign Up](#)

[Safe Sign up help](#)

Started sign up process?

[Check Signup Status](#)

Sign in with your SAFE Account

Are you an ODE employee?

User Name

Password

[Forgot user name or password?](#)

[Sign In](#)



Communication & Information Management System

- Ohio Homeland Security Infrastructure Protection Evaluators will then receive the assigned school plans within CIMS
- Utilizing the drop down boxes under the education tab evaluators will navigate through the evaluation process
- School Plans will be assessed using the GAT – Gap Analysis Tool with results seamlessly forwarded on to the SAFE portal for school administrators
- Administrators can sign up for CIMS through OHS website (later slide) and will begin to receive the Ohio Daily Brief and have access to other resources

CIMS
Communication & Information Management System

SAIC OHIO DEPARTMENT OF PUBLIC SAFETY

Inactivity: 00:09
Wednesday, March 04, 2015

Click to Report Suspicious Activity or Call 877-OHS-INTEL (647-4683)

No Current Threats

System Search

CIMS Administrator: cims@dps.ohio.gov, 614-387-0878
Scrap Metal Program Administrator: scrapmetal@dps.ohio.gov, 1-855-377-0193

Welcome: Andrew

HOME
Search Contacts
Scrap Dealer
ADMINISTRATION
MODULE ADMIN
EDUCATION
Search Plans
Dashboard
Schools
Resources
FAQ
TRAINING
Fire ERP
Law ERP
Strategic Plan
Edit Profile
Video
Archive Library
SAIC Resources

CIMS - Home Page
Place your mouse pointer over each content item to view more information

Recent Postings

Title	Type	Date Added	
(U//FOUO) OHS/SAIC Ohio Daily Briefing 03 March 2015	General	3/3/2015	i
(U//FOUO) RFI: Possible Cargo Theft Vehicle	Alert	3/3/2015	i
(U//FOUO) ISIL Social Media Messaging Resonating with Western Youth	Bulletin	3/3/2015	i

Alerts

Title	Type	Date Added	
Shawnee Twp. Police Dept. 7 Feb. 2015	Alert	3/2/2015	i

Bulletins

Title	Type	Date Added	
(U//LES) Cape May County Prosecutor's Office: Missing Person - Renee LaManna	Bulletin	3/2/2015	i
(U//FOUO) JIB: ISIL Social Media Messaging Resonating with Western Youth	Bulletin	2/27/2015	i
(U//LES) Pennsylvania Armed and Dangerous Homicide Suspect with Family Ties In Canton	Bulletin	2/25/2015	i
(U//FOUO) Al-Shabaab Video Encourages Attacks on Shopping Malls in the West	Bulletin	2/22/2015	i



GAT – Gap Analysis Tool

- **Compliant / Non-Compliant ratings (next slide)**
- Developed by ODE in concert with feedback provided by evaluators
- Items to be evaluated clearly documented within the GAT in a step by step process
- **Uses Compliant/Non-Compliant (Pass/Fail) marks as described to the right:**
 - **Green Check** – Fully compliant (pass)
 - **Orange Circle** – Compliant, but can be improved (pass)
 - **Red X** – Non-compliant (fail)
 - *Available on SAFER SCHOOLS WEBSITE

WHEN SCHOOL AND EVALUATOR INFORMATION IS COMPLETE ON PAGE 1, THIS IS A
 SECURE RECORD PURSUANT TO §149.433 ORC
 NOT SUBJECT TO RELEASE UNDER PUBLIC RECORDS LAW

Name of School: _____ Date of Evaluation: _____
 School IRN: _____ Evaluator: _____

Compliant: The plan is compliant in all elements and to standards established by Ohio law, administrative rule and the state board of education.

Non-Compliant: The plan does not comply with the standards established by Ohio law, administrative rule and the state board of education.

For a complete review of your evaluation please view your specific results below

Guide for Measuring School Emergency Management Plans Gap Analysis and Evaluation Tool

A crosswalk methodology is used when conducting an evaluation of a school emergency management plan. The goal of the crosswalk is to provide a snapshot of the applicability, utility, thoroughness and completeness of the Emergency Operations Plan and other information that make up the Emergency Management Plan. It provides guidance for enhancing the Emergency Operations Plan to establish a clear, usable and compliant plan for the school.

Elements of the Emergency Management Plan are evaluated in a table format using the following designations:

Federal and State Guidance/Exemplary Practice	Designation of Element	Pass/Fail
This guidance element/practice has been incorporated into the plan.	✓	Pass <small>Elements marked with either of these designations indicate a passing condition. Elements marked with ○ will be accompanied with recommendations.</small>
There is some evidence of this guidance element/practice in the plan, or this guidance element/practice has only been partially addressed. While this will be considered a passing condition, the recommendations should be addressed to strengthen the plan.	○	
There is no evidence of this guidance element/practice in the plan.	X	Fail

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GAT – Gap Analysis Tool – 2 Final Evaluation Results

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GAT – Gap Analysis Tool and Color Coded Evaluations

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Elements are color coded according to their criticality with respect to the overall plan:

Color Coding	Designation of Element	
Red (32) Critical	The guidance element is critical to ensure the plan can address the safety and security functionality of the plan.	In order for the School to become compliant, the Comprehensive Emergency Management Plan must pass each element within the red <u>and</u> grey areas.
Grey (21) Tech/Admin	The guidance element serves a technical or administrative function. It does not affect the critical safety and security functions of the plan.	

Note, the terms *Emergency Management Plan* and *Emergency Operations Plan* may be used interchangeably throughout this document and in the associated guidance, reference materials and model plan documentation. Specifically, the Comprehensive Emergency Management Plan consists of a minimum of four documents: the Emergency Operations Plan (see below); floor plans for the specific building; an area plan for the building; and an emergency contact information sheet and signature page. **No Emergency Management Plan will be considered compliant without these four elements.** With respect to Ohio law, the Comprehensive Emergency Management Plan is the plan required to be on file with the Ohio Department of Education.

The Emergency Operations Plan is one of four documents that make up the Comprehensive Emergency Management Plan. It is a single document specific to a single building that details how the administration addresses and responds to serious threats and emergency events. More information about the Emergency Operations Plan and the Comprehensive Emergency Management Plan can be found at SaferSchools.Ohio.gov.

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***Important takeaway** – In order to be fully compliant, schools must achieve a passing score (either a green check or orange circle) in all RED and GREY areas.

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GAT – Gap Analysis Tool Example Page (Red Areas) Total of Six Sections

1. General Planning Requirements

State Guidance				
Ohio law requires plans be specific, current and include accurate floorplans, site plans and contact sheets.				
	State Guidance	Location in the Plan	Comments	Evaluation
1-1	The plan is specific to the building, titled accordingly and includes the latest revision date. (ORC §3313.536(B)(1))	Page 1	This element is a critical life-safety issue	✓
1-2	The plan identifies who has the authority to activate the plan (e.g. school administrators, department heads, or first on scene).	Page 2	This element is a critical life-safety issue	✓
1-3	This section includes provisions for the succession of decision-making authority and operational control to ensure that critical emergency functions can be performed in the absence of the authorized school administrator.	Page 2-3	This element is a critical life-safety issue	✓
1-4	The plan is customized to the individual institution. (ORC §3313.536(B))	N/A	This element is a critical life-safety issue	✓
1-5	The plan considers all settings and times that incidents could occur (time of the day or night, in numerous buildings, satellite locations and away from school).	Page 22-24	This element is a critical life-safety issue	✓
1-6	The plan identifies actions to be taken with individuals with disabilities.	Page 32	This element is a critical life-safety issue. While the plan has a section on evacuating persons with disabilities, the school is recommended to identify specific equipment/locations to assist in this action.	○
1-7	The Emergency Management Plan has been distributed to local law enforcement agencies. (OAC §3301-5-01(D)(2)) (ORC §3313.536(C)(2))	N/A	There is no evidence that this plan has been distributed to local law enforcement agencies.	✗



GAT – Gap Analysis Tool Example Page (Grey Areas) Total of One Section

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exits. (OAC §3301-5-01(B)(2))			
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7-1 Technical and Administrative Requirements

State Guidance				
These requirements are technical or administrative in nature. They do not affect the critical safety and security functions of the plan.				
	State Guidance	Location in the Plan	Evaluation	
7-1	The approval and implementation page includes a date and a delegation of authority for specific modifications that can be made to the plan and who can make modifications without the authorized school administrator's signature.		While this process should be documented in the plan, it is not a critical or important safety or security issue.	Tech/Admin
7-2	The table of contents is logically ordered and has a clearly identified layout of major sections and subsections of the plan that will make finding the information within the plan easier.		While this process should be documented in the plan, it is not a critical or important safety or security issue.	Tech/Admin
7-3	The record of distribution indicates the title and the name of the person(s) receiving the plan, the agency to which the receiver belongs (either the school or if from outside the school, the name of the appropriate government agency or private sector entity), the date of delivery and the number of copies delivered.		While this process should be documented in the plan, it is not a critical or important safety or security issue.	Tech/Admin
7-4	The Emergency Management Plan has been distributed to staff members and offered to local fire and EMS department(s) and county Emergency Management Agency.		While this process should be documented in the plan, it is not a critical or important safety or security issue.	Tech/Admin
7-5	The plan identifies school dependencies on outside resources and identifies how the loss of services would be handled (e.g. utilities, outside transportation).		While this process should be documented in the plan, it is not a critical or important safety or security issue.	Tech/Admin
7-6	The Emergency Operations plan explains how the school will function within an Incident		While this process should be documented in the plan, it is not a critical or important safety or security issue.	Tech/Admin

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Drills

Required Drills or Rapid Dismissals¹ for Educational Occupancies

	My School has a sprinkler system in all classroom buildings	My School has a smoke detector ² in all classroom buildings	My School has a sprinkler system in some classroom buildings and a smoke detector in other classroom buildings- BUT all classroom building have one or the other, or both	My School has one or more classroom building(s) that does not have a smoke detector or a sprinkler system in it
Drills or rapid dismissals³				
How many	6 during the school year	6 during the school year	6 during the school year	9 during the school year
First drill must be	Within 10 days of the beginning of classes	Within 10 days of the beginning of classes	Within 10 days of the beginning of classes	Within 10 days of the beginning of classes
At what time	Must vary and be at unexpected times	Must vary and be at unexpected times	Must vary and be at unexpected times	Must vary and be at unexpected times
Who must participate	All occupants	All occupants	All occupants	All occupants
Tornado Drills				
How many / When	Once a month when school is in session during tornado season (April 1 – July 31)	Once a month when school is in session during tornado season (April 1 – July 31)	Once a month when school is in session during tornado season (April 1 – July 31)	Once a month when school is in session during tornado season (April 1 – July 31)
Safety Drills⁴				
How many	3 during the school year + 1 theoretical	3 during the school year + 1 theoretical	3 during the school year + 1 theoretical	3 during the school year + 1 theoretical
When	Unspecified	Unspecified	Unspecified	Unspecified
With other	May <u>not</u> be combined with my 6 drills or rapid dismissals	May <u>not</u> be combined with my 6 drills or rapid dismissals	May <u>not</u> be combined with my 6 drills or rapid dismissals	May be combined with my 9 drills or rapid dismissals

Please note: regardless of what type or how many drills a school is required to have, the Ohio Revised Code requires that either one drill or rapid dismissal or one school safety drill must be conducted during each month of the school year.



https://saferschools.ohio.gov/content/school_safety_plans

Ohio.gov | State Agencies | Online Services | Accessibility | Login

SaferSchools Ohio

Search

HOME K-12 SCHOOLS COLLEGE AND UNIVERSITIES TRAINING/EDUCATION ABOUT SAFER SCHOOLS OHIO CONTACTS

Home » K-12 Schools

School Safety Plans



School Safety Plans - Prevent, Prepare, Respond, Recover

If you have any questions about the following information, please contact the Center for P-20 Safety and Security at 614-644-2641.

Ohio's new school safety plan statute went into effect on January 5, 2015. This page provides links to the Ohio Revised Code statute, the associated Administrative rule, and resources that will help you comply with the law.

Safety Plan Resources	
Sample Safety Plan	Guide for Developing High-Quality Plans
Guide for Developing and Submitting Floor Plans	Emergency Contact Information Sheet and Signature Page
Model School Site Plans	How to Comply (Frequently Asked Questions)
Guide for Successfully Submitting or Resubmitting Comprehensive Emergency Management Plans	Gap Analysis Tool - GAT

Almost all schools currently submit safety plans, but many of those plans could be strengthened. School Administrators need to comply with the new requirements of Ohio law and administrative rule to remain compliant with regulations.

All school safety plans will be reviewed. State experts will review the safety plan information submitted and provide guidance to help schools implement best practices and improve their plans. Additionally, the new statute requires schools to review their plans each year and conduct emergency training drills so students and teachers can practice what to do in the case of a real emergency.

The new law requires each administrator to submit a "comprehensive emergency management plan". A comprehensive emergency management plan consists of four parts (outlined below):

K-12 Schools

- ▾ **School Safety Plans**
 - Drive Policy and Practice with Data
 - Educate and Support Staff
 - Engage Stakeholders
 - Identify and Refer Concerns
- Safe & Supportive Schools
- Building Better Learning Environments
- Legislation/Rules
- School Fire and Safety Drills
- School Mental Health
- Tip Line Information
- School Safety Resources

School Fire and Safety Drills

New School Safety Plan Information

What School Administrators Need to Know

Submit Your K-12 School Safety Plan



Ohio Safer Schools Tip Line

844-SAFEROH (723-3764)

- Anonymous Hotline
- Available to receive calls AND texts
- State Analysts will make contact with local authorities/school personnel as needed
- ***No cost to schools***
- Report anything suspicious, dangerous
 - Potential suicides/self harm
 - School threats (shooters)
 - Bullying
 - Gang activity
 - Other threats, verbal, written, online
 - Register your school: (saferschools.ohio.gov)
<http://education.ohio.gov/Topics/Other-Resources/School-Safety/Ohio%E2%80%99s-Safer-Schools-Tip-Line>



SAVE LIVES

Your Eyes & Ears Could Save Lives!



Contact and Resources

- Ohio Department of Public Safety/Homeland Security **Safer School Plans Help Line: 614-728-0424** (M-F 7:30AM -5:00PM)
- Ohio's Safer School Tip Line: **1-844-723-3764**
- Safer Schools Website: https://saferschools.ohio.gov/content/school_safety_plans (Grants, University of Findlay Registration, SAFE Portal
 - Infrastructure Protection Manager Andrew Stefanik
 - Ohio Homeland Security
 - ajstefanik@dps.ohio.gov