

Committee Responsibilities

The School Safety Planning Committee shall:

1. Develop and Review the Comprehensive School Safety Plan
 - Participate in the development and annual review of the Comprehensive School Safety Plan (CSSP).
 - Ensure the CSSP addresses all components required under Education Code section 32282.
 - Recommend revisions and updates based on changes in law, operational needs, incident trends, or identified safety concerns.
 - Review the effectiveness of current safety procedures and response protocols.
2. Support Compliance with Applicable Laws
 - Ensure the CSSP aligns with applicable federal, state, and local laws and regulations.
 - Review updates related to school safety requirements, including but not limited to:
 - Emergency preparedness requirements
 - Threat assessment (Safety Risk) and reporting laws
 - Child abuse reporting obligations
 - Anti-discrimination and anti-bullying requirements
 - Emergency response and crisis intervention procedures
3. Review Safety Procedures and Emergency Preparedness
 - Review procedures related to:
 - Emergency response and crisis management
 - Threat assessment (Safety Risk) and reporting
 - Student wellness and mental health response
 - Disaster and evacuation procedures
 - Virtual instructional safety concerns
 - Coordination with emergency responders and law enforcement when appropriate
 - Evaluate whether procedures are appropriate for the school's virtual instructional setting.
4. Promote Educational Partner Participation
 - Ensure meaningful participation from required educational partner groups, including:
 - School administrators
 - Certificated staff members
 - Classified staff members
 - Parents, guardians, or learning coaches
 - Additional educational partners as appropriate
 - Encourage educational partner feedback regarding school safety concerns and recommendations.
5. Review Safety Data and Trends
 - Review available safety-related data and incident trends, including:
 - Behavioral incidents
 - Threat assessments (Safety Risk)
 - Bullying or harassment reports



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- Emergency response concerns
 - Student wellness or crisis response data
 - Identify areas requiring additional prevention, intervention, or training efforts.
6. Support Staff Training and Awareness
- Review staff training needs related to school safety responsibilities.
 - Support awareness of required trainings, including:
 - Mandated reporter obligations
 - Threat assessment (Safety Risk) procedures
 - Emergency response protocols
 - Bullying prevention and intervention
 - Student mental health and crisis response
7. Recommend Plan Approval and Updates
- Recommend the Comprehensive School Safety Plan and any revisions to school leadership and governing board, as applicable.
 - Support annual review timelines and documentation requirements.

Committee Member Responsibilities

Committee members are expected to:

- Attend scheduled meetings regularly.
- Review meeting materials and draft documents prior to meetings.
- Participate in discussions and provide educational partner input.
- Maintain confidentiality regarding sensitive student or personnel matters discussed during committee work.
- Support implementation of approved safety procedures within their role or educational partner group.
- Communicate concerns, recommendations, and relevant safety information to the committee.

Committee Chairperson Responsibilities

The Committee Chairperson or designee shall:

- Schedule and facilitate committee meetings.
- Develop meeting agendas and maintain meeting records.
- Coordinate development and revision of the CSSP.
- Ensure required educational partner participation and documentation.
- Communicate committee recommendations to school leadership.
- Monitor timelines for annual review and board approval processes.

Meetings

The School Safety Planning Committee shall meet as needed to support the annual review, update, and implementation of the Comprehensive School Safety Plan. Additional meetings may be convened in response to significant safety concerns, legal updates, or operational needs.

Authority

The School Safety Planning Committee serves in an advisory capacity and provides recommendations regarding school safety planning, procedures, and implementation. Final approval of the Comprehensive School Safety Plan remains subject to governing board approval, as applicable.

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