Name of School: Address:			
Point of Contact: Phone:			
□ School Official □ Municipal Official □ Consultant E-mail:			
This Plan is a □ Original Plan – First submission □ Revised Plan of one submitted on			
Item to Check	Yes	No	Page #
1. Is there a Table of Contents in the Plan?			
2. Are the members involved with plan development as required by General Statute identified and indicated in the Plan?			
□ CEO □ Superintendent □ Law Enforcement □ Fire □ Health □ Emergency Mgt. □ EMS			
Standard 1			
3. Have all members signed the Signatory Page?			
 4. Does the plan reference an organizational structure based on the National Incident Management System (NIMS) with use of the Incident Command System (ICS)? A. Incident Command System Organizational Chart □ B. Evidence of NIMS and ICS Training (Sign-in Sheets, FEMA Training Certificates) □ 			
C. Use of Standard Language and Definitions Standard 2			
5. Is there an established School Security and Safety Committee (SSSC) at the each school?			
A. Are the following members of the Committee identified? □ Police Officer □ First Responder □ School Administrator □ School Teacher □ Mental Health Professional □ Parent/Guardian of Student			
B. Is there evidence that the Committee assisted in the development of the Security/Safety Plan?			
C. Is the School Security and Safety Committee tasked to provide guidance and direction for School Emergencies?			
REFERENCE: Organization and Responsibilities Plan Template Section D – 1(a) and (b) *NOTE: SSSC is tasked to manage emergencies if an Executive Group is not established Standard 3			
6. Is the plan appropriately dated indicating an annual submission?			
Date:			
7. Is the Plan an Annex of the municipality's Local Emergency Operations Plan?			
□ Verified by local EMD □ Signified in the Plan Standard 5			
8. Does the Plan include a current Hazard/Vulnerability Assessment? Standard 8			
9. Does the Plan contain procedures for managing various types of emergencies based on risks identified in their current Hazard Assessment? Standard 6			

Item to Check	Yes	No	Page
	100	110	#
10. Does the Plan follow the format of the All-Hazards School Security and Safety Plan Template (Basic Plan, Functional Annexes and Hazard/Threat Specific Annexes)? Standard 12			
11. Is there evidence that each school's School Security and Safety Committee provides a plan orientation and violence prevention training to each school employee? Standard 10			
12. Did the local or regional board of education conduct a security and vulnerability assessment for each school under their jurisdiction every two years?			
Previous assessment date Last assessment date Standard 8			
13. Did local law enforcement and the following local public safety officials evaluate, score/assess, and provide feedback on fire drills and crisis response drills?			
□ Law Enforcement □ EMD □ Fire Marshal □ Building Inspector □ EMS Representative			
A. Did the Board of Education submit an annual report to the DEMHS Regional Coordinator by July 1 st of the current year regarding the types, frequency, and feedback of drills/exercises? Standard 7			
14. Have the required number of fire drills and crisis response drills been conducted during the last year and documented in the Emergency Response Drill Log?			
Seven Fire Drills Three Crisis Response Drills General Statute 10-231			
15. Does the plan identify the members of a Safe School Climate Committee (SSCC)? Is it indicated within the plan that the Safe School Climate Committee (or SSSC) for each school collects and evaluates information relating to instances of disturbing or threatening behavior and that it reports this information to the District Safe School Climate Coordinator (if applicable) and/or the School Security and Safety Committee?			
*NOTE: If an SSCC is not named then those functions need to be tasked to the SSSC. REFERENCE : Organization and Responsibilities Plan Template Section D – (1)(c) Standard 9			

Item to Check	Yes	No	Page #
16. Is there an indication that each school constructs a reference kit available for first responders and that the kit includes:			_
☐ Several copies of laminated easy-to-read floor plans			
☐ Master keys to interior and exterior door locks			
☐ Other items determined to be needed through consultation with School Officials,			
Local Law Enforcement, Emergency Management Director, and First Responders Standard 11			
17. Does the plan address the emergency communications plan requirements of CT P.A.			
19-184? An emergency communication plan" means a plan developed for a student			
identified as deaf, hard of hearing or both blind or visually impaired and deaf, that			
includes procedures for alerting such student of an emergency situation and ensuring			
that the specific needs of the student are met during the emergency situation.			
P.A. 19-184 Standard 13			
18. Does the School Security and Safety Plan follow the format of the All-Hazards			
School			
Security and safety Plan Template released/revised by DEMHS-DESPP?			
Does the local plan submitted:			
A. Achieve the objectives outlined in the Plan Template?Namely, does the plan serve to protect the lives and well-being of the school			
students and staff by outlining necessary procedures which allow for the			
timely response of adequately trained school personnel during emergencies?			
B. Reflect the use of Standard Terminology?			
C. Demonstrate that it is based on the all-hazards planning paradigm and on the			
results of a Hazard Analysis and Security Audit.			
D. Have a training component which includes staff training, and drills and exercises.			
E. Undergo a periodic review process which facilitates the improvement process.			
Outline who is responsible for its maintenance and how it will be maintained?			
Standard 12			
19. Does the plan contain "Emergency Action Plan for Interscholastic and Intermural			
Athletic Events" as required by Public Act 21-92? Standard 14			

FUNCTIONAL ANNEXES

<u>Item to Check</u>	Yes	No	Page #
19. Does the plan have functional annexes tailored for each the school?			
20. Does the plan have an "Accounting for all Personnel Annex?"			_
21. Does the plan have a "Communications and Warning Annex?"			
22. Does the plan have a "Family Reunification Annex?"			

23. Does the plan have a "Continuity of Operations Annex?"	
24. Does the plan have a "Recovery Annex" that includes academic, physical, fiscal and psychological recovery?	
25. Does the plan have a "Public Health, Medical, and Mental Health Annex?"	
26. Does the plan have an "Emergency Plan for Students with Disabilities Annex?"	
27. Does the plan have an "Emergency Action Plan for Interscholastic and Intermural Athletic Events Annex?"	
Review Conducted by: Any questions regarding plan requirements can be made to your DEMHS Regional Office, or sent to: SchoolSecurityPlanStandards@ct.gov	
Final plan will be filed with DEMHS Regional Coordinator.	
E-mailed to Date: DEMHS Regional Coordinator	_
E-mailed to Date: Local Emergency Management Director	_

Additional Comments and Recommendations: