

Alpine County Early Learning Center

Kenneth J. Burkhart
Superintendent

Comprehensive School Safety Plan 2022-2023
Pursuant to Education Code 32280 – 32289

Date adopted by School Safety Committee: 04/04/2023 (pending)

**Alpine County Early Learning Center
COMPREHENSIVE SCHOOL SAFETY PLAN 2022-2023**

Alpine County Early Learning Center Safety Committee Membership.....	3
Alpine County Early Learning Center Data	4
Summary of Goals Designed to Ensure a Safe and Orderly Environment	5
Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment.....	6
Component I~: People and Programs Goal #1.....	6
Component I~: People and Programs Goal #2.....	7
Component II~ Facilities Goal #1	8
Component II~ Facilities Goal #2	9
Incident Command System Flow Chart	10

Alpine County Early Learning Center Safety Committee Membership

School Site Council or Delegated School Safety Planning Committee Members Date:	Site Administrat or or designee	Classified Employee	Teacher Rep. or Cert. Employee	Parent	Law Enforcement/ Fire	Other (specify)
(A)	(B)	(C)	(D)	(E)	(F)	(I)
1. Ken Burkhart	X					
2. Joseph Daly*					X	X
3. Amy Mecak*						X

* Board Member

Alpine County Early Learning Center Data

Data Source	2021-22
Enrollment	24
Percent Attendance	NA
School Discipline	NA
Suspensions	NA
Expulsions	NA
Referrals (Major)	NA

U.E. = Unexcused

Summary of Goals Designed to Ensure a Safe and Orderly Environment

Component I~ People and Programs	
Priority Area	Justification
Goal One: Staff training on emergency incident command system	This is a new safety plan and training is required
Goal Two: Practice emergency incident command system	New system will need practice
Component II~ Facilities	
Priority Area	Justification
Goal One: Provide updated evacuation routes and emergency preparedness information for site staff and tenants	Requested by staff and tenants
Goal Two: Develop a plan to provide fire and alarm systems similar to DVES	Recommendation by District and Law / Fire

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

Component I~: People and Programs Goal #1

Goal #1	
Staff training on emergency incident command system	
Measurable Objective: Train AELC staff on the ICS system and responsibilities of duties assigned to them	
Action Steps: Hold a staff meeting to explain the system and the assigned rolls	
Who will take the lead?	Superintendent with assistance from Site Supervisor
Completion date and budget	June 30, 2023 No Budget Required
Resources needed	Staff time during the work day or during professional development / non student days
How we will monitor and evaluate?	Upon completion of the training we update safety committee

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

Component I~: People and Programs Goal #2

Goal #2	
Practice emergency incident command system	
Measurable Objective: Practice and evaluate success of Emergency ICS Drill	
Action Steps: Conduct a drill (with or without students) to measure understanding of the system	
Who will take the lead?	Site Supervisor
Completion date and budget	June 30, 2023 No Budget Required
Resources needed	Time during non-student day or PD day
How we will monitor and evaluate?	Upon completion the Safety Committee will be notified

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

Component II~ Facilities Goal #1

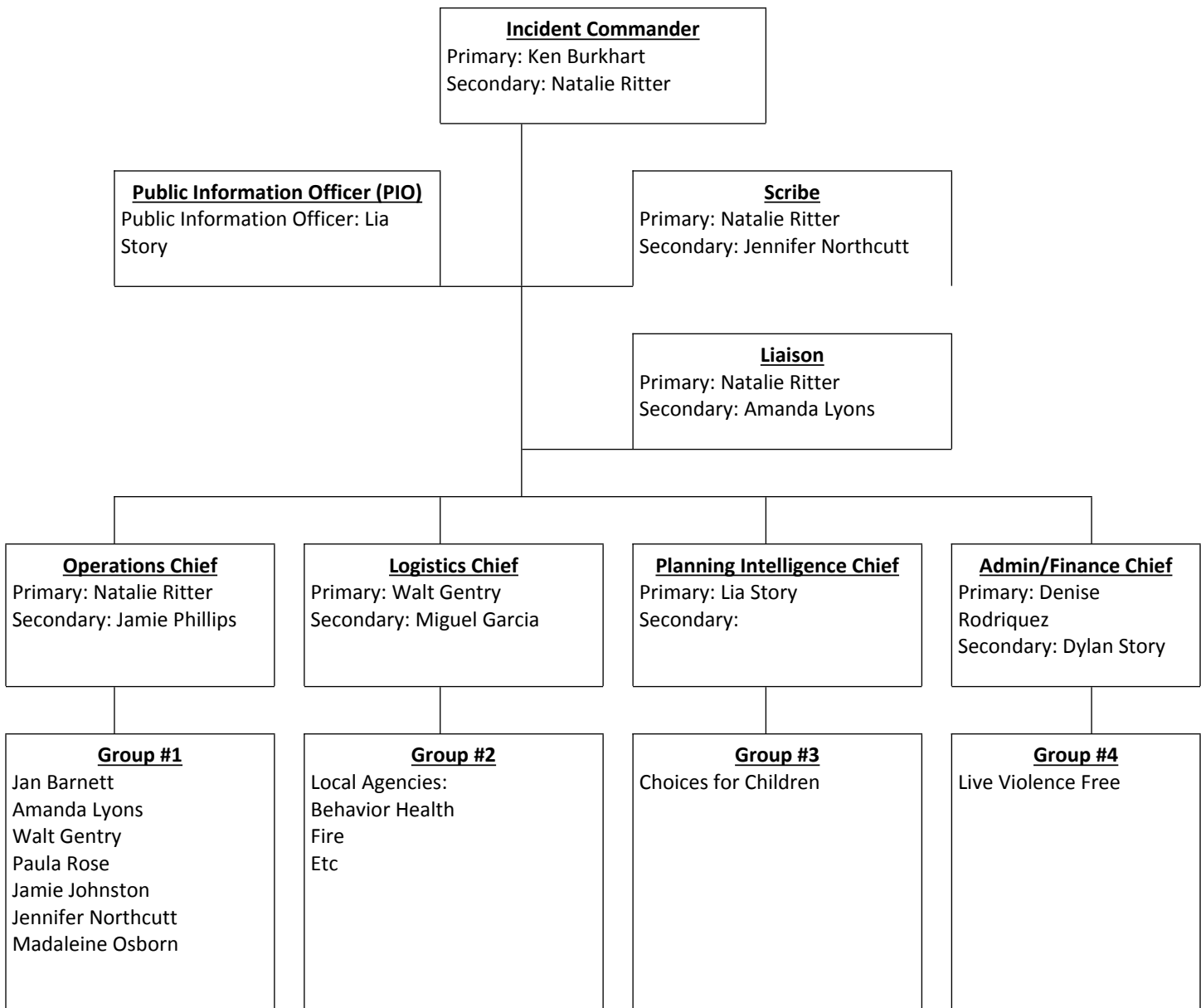
Goal #1 Provide updated evacuation routes and emergency preparedness information for site staff and tenants	
Measurable Objective: Provide updated information on evacuation routes and emergency procedures to staff and tenants	
Action Steps: A. Update and post evacuation routes inside buildings, offices, and common areas B. Provide updated emergency / drill procedural information for staff and tenants	
Who will take the lead?	Superintendent and Site Supervisor
Completion date and budget	End of 2023 Use of County General Fund for supplies
Resources needed	Office Supplies
How we will monitor and evaluate?	All routes and procedures will be provided upon completion

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

Component II~ Facilities Goal #2

Goal #2 Develop a plan to provide fire and alarm systems similar to DVES	
Measurable Objective: Work with Wayne's Locksmith to develop plan to implement security and fire alarms	
Action Steps: A. Come up with a plan and budget B. Determine funding source	
Who will take the lead?	Superintendent, Business Manager, Signal Service
Completion date and budget	End of 2023 Grant Funded
Resources needed	Time during work day to complete site assessment
How we will monitor and evaluate?	Safety Committee will be notified upon completion of plan and budget

Alpine County Early Learning Center Incident Command System Flow Chart



Incident Commander

- Responsibility is to coordinate the school response.
- Continually checking on status, progress and needs of all other ICS school management chiefs.
- Coordinates with responding agencies and establishes a unified command.

Public Information Officer (PIO)

- Is the official spokesperson for the district/school.
- All school personnel should refer information requests to the School PIO.
- Primary task is to handle the media.
- Arranges for news conferences, etc.
- May or may not be the actual spokesperson.

Operations/Logistics

- This group provides the actual “hands on” response.
- The Operations Chief manages the group.
- The Operations group is concerned with accountability, student release, assembly, shelter, first aid, search and locate, security, etc.
- This group obtains any needed resources including people.
- Logistics Chief manages the activities of this group.
- The Logistics group is responsible for transportation, food, water, supplies, and communication systems.

Planning/Intelligence/Administration/Finance

- This group gathers information.
- Assists with medium/long range planning related to the ongoing incident and school recovery (logistical) issues.
- Arranges for recovery/aftermath resources so that there is no gap between the end of the incident and necessary support/services.
- This group is responsible for collecting data, scribe records, expenses, etc. either during or after the incident.
- Provides an official record of the event.
- Coordinates the follow up paperwork and reports.
- Works closely with other Management groups to provide personnel information, resource information, money/credit if needed.

Those staff not listed will report to their immediate supervisor in the event that Incident Command System Flow Chart

As soon as first responders arrive and establish incident command, there will be a transition of command from ACUSD command to first responder command.