# Compliance Tool for a Comprehensive School Safety Plan California *Education Code* sections 32280–32289.5

## Required and Recommended Components for a Comprehensive School Safety Plan

**Includes Information on AB 452 and SB 906 California *Education Code* 49390-49395**

**Note:** This tool is designed to assist schools in developing and updating Comprehensive School Safety Plans (CSSPs). While the use of this tool is optional, it does contain important required legislation that each school, school district, and county office of education (COE) is responsible for. LEAs must comply with required sections of California *Education Code* sections 32280–32289.5 and sections 49390-49395

### Section 32280

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| **Components** | **Mandate Met**  (date, plan) | **Comments, Suggested Details** (resources, activities, etc.) |
| It is the intent of the Legislature that all school staff be trained on the CSSP | Include date and plan | n/a |

### Section 32281

| **Components** | **Mandate Met**  (date, plan) | **Comments, Suggested Details** (resources, activities, etc. Include planning committee roster) |
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| **(b)(1)** Plan is written and developed by a school site council (SSC)  **(2)** The SSC may delegate this responsibility to a safety planning committee made up of the principal/designee, a teacher, a parent of child who attends the school, a classified employee, and others, if desired | Include date and plan | Include planning committee roster |
| **(b)(3)** SSC/Planning Committee consulted with a representative from a law enforcement agency, a fire department, and other first responder entities in the writing and development of the CSSP  The CSSP and any updates made to the plan must be shared with the law enforcement agency, the fire department, and the other first responder entities  **(b)(4)** In the absence of a school site council, the members specified in paragraph (2) shall serve as the school safety planning committee. | Include date and agencies | n/a3 |

### Section 32282

| **Components** | **Mandate Met**  (date, plan) | **Comments, Suggested Details** (resources, activities, etc.) |
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| **(a)** CSSP includes, but is not limited to the following: | n/a | n/a |
| 1. An assessment of the current status of school crime at the school and at school-related functions that may be accomplished by reviewing one or more of the following types of information, is included:    * Office Referrals    * Attendance rates/School Attendance Review Board    * Suspension/Expulsion data    * California Healthy Kids Survey    * School Improvement Plan    * Local law enforcement juvenile crime data    * Property Damage data | Include date and plan | Describe the data reviewed and key analysis points, and table of findings  Document how this information was shared with SSC/planning committee |
| **(2)** Appropriate strategies and programs that provide and maintain a high level of school safety and address the school’s procedures for complying with existing laws related to school safety are identified. These include but are not limited to the following: | Include date and plan | Additional items to consider:  Multi-Disciplinary Threat Assessment Teams |
| **(A)** Child Abuse Reporting procedures consistent with Article 2.5 (commencing with Section 11164) of Chapter 2 of Title 1 of Part 4 of the Penal Code. | Include date and plan | Include board policy and site-specific steps |
| **(B)(i)** Disaster procedures, routine and emergency plans, and crisis response plan are developed and include adaptations for pupils with disabilities and the following: | Include date and plan | Use the Standardized Emergency Management System as detailed in the California Emergency Services Act (Gov. Code Section 8607) and the supporting *California Code of Regulations* |

| **Components** | **Mandate Met**  (date, plan) | **Comments, Suggested Details** (resources, activities, etc.) |
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| **(I)** Earthquake emergency procedure system that includes:  **(ia)** A school building disaster plan  **Note:** Building disaster plan emergency procedures and drills for the following situations that may be associated with an earthquake or other emergency event should be developed and adapted to each school’s needs and circumstances in collaboration with first responders and community partners. These situations may include but are not limited to:  Fire; Relocation/Evacuation; Bomb Threat; Bioterrorism/Hazardous Materials; Earthquake; Flood; Power Failure/Blackout; Intruders/Solicitors;  Weapons/Assault/Hostage; Explosion; Gas/Fumes  **(ib)** a drop procedure (whereby students and staff take cover). Drop procedure practice must be held once each quarter in elementary and once each semester in secondary schools  **(ic)** protective measures to be taken before, during, and after an earthquake  **(id)** a program to ensure that pupils, and certificated and classified staff are aware of and are trained in the procedures | Include date and plan | Detail response procedures may include:   * Lock Down * Secure School * Active intruder or other threat(s)   Describe information on training and exercise drills |
| **(II)** Procedures are established to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during an emergency | Include date and plan | n/a |
| **(C)** Suspension/Expulsion policies and procedures | Include date and plan | Refer to board policy, include site-specific steps, if needed |

| **Components** | **Mandate Met**  (date, plan) | | **Comments, Suggested Details** (resources, activities, etc.) |
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| **(D)** Procedures to notify teachers of dangerous pupils pursuant to Education Code 49079. | Include date and plan | | Refer to board policy, include site-specific steps, if needed |
| **(E)** Discrimination and Harassment Policy that includes hate crime reporting procedures and policies | Include date and plan | | Include complaint and investigation procedure |
| **(F)** If a Schoolwide Dress Code exists, include prohibition of gang-related apparel | Include date and plan | | n/a |
| **(G)** Procedures for safe ingress and egress of pupils, parents, and school employees to and from school site | n/a | | Reference campus visitor policies. Other items may include but are not limited to: crossing guard program, safe routes to school, pedestrian, vehicle and bicycle policies, traffic safety |
| **(H)** Maintain a safe and orderly environment conducive to learning at the school | Include date and plan | | n/a |
| **(I)** Rules and procedures on school discipline are established | Include date and plan | | n/a |
| **(J)** Procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on school campuses and at school-related functions must be developed. The procedures to prepare for active shooters or other armed assailants are based on the specific needs and context of each school and community  **Note:** Effective January 1, 2019, AB 1747 requires the inclusion of these procedures | n/a | | Consult with local law enforcement partners on developing these procedures |
| **(K)** Procedures to assess and respond to reports of any dangerous, violent, or unlawful activity that is being conducted or threatened to be conducted at the school, at an activity sponsored by the school, or on a school bus serving the school. | Include date and plan | | n/a |
| **(L)**  For schools that serve pupils in any of grades 7 to 12, inclusive, a protocol in the event a pupil is suffering or is reasonably believed to be suffering from an opioid overdose. | Include date and plan | | n/a |
| **(c)** Where practical, consult, cooperate and coordinate with other school site councils or school safety planning committees | Include date and plan | | n/a |
| **(d)** Evaluate and amend the plan as needed and at least once each year, to ensure the plan is properly implemented  An updated file of all non-sensitive safety-related plans and materials is readily available for inspection by the public | School must review, update, and adopt by March 1 | | n/a |
| **(e)** The Legislature encourages that policies and procedures aimed at the prevention of bullying be included in the CSSP | | Include date and plan | Comments:  The Legislature encourages, and the California Department of Education (CDE) concurs, that these procedures and other related policies be included in the CSSP  Online Bullying Prevention Training Programs can be accessed on the CDE Bullying Publication and Resources web page at [https://www.cde.ca.gov/ls/s](https://www.cde.ca.gov/ls/ss/se/bullyres.asp) [s/se/bullyres.asp](https://www.cde.ca.gov/ls/ss/se/bullyres.asp) |

### Section 32282.1

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| **Components** | **Recommendation Met** (date, plan) | **Comments, Suggested Details** (resources, activities, etc.) |
| 1. Schools are encouraged to include clear guidelines for the roles and responsibilities of the positions listed below (if used by the district):    * Mental health professionals, school counselors    * Community intervention professionals    * School resource officers, police officers on campus 2. The guidelines are encouraged to include strategies that create and maintain positive school climate and mental health protocols for the care of students who have witnessed a violent act at any time | Include date and plan | Include school counselors, nurses, coaches, athletic directors, and other positions, if used |

### Section 32284

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| **Components** | **Mandate Met**  (date, plan) | **Comments, Suggested Details** (resources, activities, etc.) |
| Plan **may** include procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of a school | Include date and plan | n/a |

### Section 32286

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| **Components** | **Mandate Met**  (date, plan) | **Comments, Suggested Details** (resources, activities, etc.) |
| **(a)** Each school review, update, and adopt its plan by March 1, every year | Include date and plan | See Education Code Section 32288 for guidance on school district or COE approval timeline |

### Section 32288

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| **Components** | **Mandate Met**  (date, plan) | **Comments, Suggested Details** (resources, activities, etc.) |
| **(a)** Submit the plan to school district office or COE for approval | Include date and plan | CDE recommends that the plans be approved within a month of school adoption or as soon as possible |
| **(b)(1)** Before adopting its CSSP, SSC/Planning Committee presented the school safety plan at a public meeting at the school site that allowed for public opinions | Include date, agenda, and supporting communications | See notification requirements in Section 32288(b)(2) and  recommendations in Section 32288(b)(3) |
| **(c)** Each school district or COE must annually notify the CDE by October 15 of any schools that have not complied with Section 32281 | Written notification to State Superintendent | Mail to: CDE--SHSO 1430 N Street  Sacramento, CA 95814  [Email: SHSO@cde.ca.gov](mailto:SHSO@cde.ca.gov) |

### Section 49390

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| **Components**  (Added by Stats. 2022, Ch. 144, Sec. 1. (SB 906) Effective January 1, 2023.) | **Mandate Met**  (date, plan) | **Comments suggested details** |
|  | n/a | Review definitions to properly implement the required legislation |

### Section 49392

| **Components** | **Mandate Met**  (date, plan) | **Comments suggested details** |
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| Local educational agencies serving pupils in kindergarten or any of grades 1 to 12, inclusive, shall, include in the annual notification pursuant to Section 48980, to the parents or guardians of pupils in kindergarten or any of grades 1 to 12, inclusive, information related to the safe storage of firearms. | n/a | n/a |

### Section 49393

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| **Components**  (Added by Stats. 2022, Ch. 144, Sec. 1. (SB 906) Effective January 1, 2023.) |  |  |
| 1. A school official who is alerted to or observes any threat or perceived threat, as described in subdivision (e) of Section 49390, shall immediately report the threat or perceived threat to law enforcement. The report shall include copies of any documentary or other evidence associated with the threat or perceived threat. | n/a | n/a |

### Section 49394

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| **Components** | **Date consulted with Law Enforcement** | **Comments Suggestions** |
| Provide support to law enforcement in its investigation and threat assessment. | n/a | n/a |

### Note:

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| This tool is designed to assist schools in developing and updating CSSPs. Use of this tool is optional. Each school, school district, and COE is responsible for compliance and familiarity with all sections and requirements of California *Education Code* sections 32280–32289.5 and sections 49390-49395.  California Department of Education May 2024 |