



Shrewsbury Public Schools

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To: School Committee

Subj: STATUS UPDATE ON NEW SAFETY PROTOCOL IMPLEMENTATION PLAN

After careful consideration and in consultation with our Fire and Police Chiefs, we have begun implementation of an enhanced safety/emergency response protocol called the *Standard Response Protocol* or SRP. The SRP was developed by the I Luv U Guys Foundation after research, coordination, and communication between federal, state, and local law enforcement agencies and the Federal Emergency Management Agency (FEMA).

The program is a "turn-key", no-cost solution that offers Shrewsbury Public Schools a more sophisticated approach to emergency response than we currently possess. It is best described in their own words below:

SRP IS ACTION BASED

The Standard Response Protocol (SRP) is based not on individual scenarios but on the response to any given situation. Like the Incident Command System (ICS), SRP demands a specific vocabulary but also allows for great flexibility. The premise is simple - there are four specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Term of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders.



- **Lockout** is followed by the Directive: "Secure the Perimeter" and is the protocol used to safeguard students and staff within the building.
- **Lockdown** is followed by "Locks, Lights, Out of Sight" and is the protocol used to secure individual rooms and keep students quiet and in place.
- **Evacuate** is always followed by a location, and is used to move students and staff from one location to a different location in or out of the building.
- **Shelter** is always followed by a type and a method and is the protocol for group and self protection.

These specific actions can act as both a verb and a noun. If the action is Lockdown, it would be announced on public address as "Lockdown! Locks, Lights, Out of Sight." Communication to local Law Enforcement Agency would then be "We are under Lockdown." Each response has specific student and staff action. The Evacuate response is always followed by a location: "Evacuate to the Bus Zone." Responses can also be combined: "Evacuate to Hallway; Shelter for Tornado; Drop, Cover and Hold."

BENEFITS

The benefits of SRP become quickly apparent. By standardizing the vocabulary, all stakeholders can understand the response and status of the event. For students, this provides continuity of expectations and actions throughout their

educational career. For teachers, this becomes a simpler process to train and drill. For first responders, the common vocabulary and protocols establish a greater predictability that persists through the duration of an incident. Parents can easily understand the practices and can reinforce the protocol. Additionally, this protocol enables rapid response determination when an unforeseen event occurs.

RESOURCES

All of the print resources including training materials, classroom posters, and parent notices are available from their website at no charge. We expect to print the classroom poster in orange color so it stands out and possibly laminate if funding is available. Training resources include Powerpoint presentations with embedded demonstration video clips.

COMMUNICATION AND TRAINING

This fall we have been communicating with stakeholder groups and planning for an opportune time to train staff and students. Major communications are summarized below along with planned activities in near future:

Month	Stakeholder Group
October	Fire and Police Chiefs School Leadership Team Meetings
November	Shrewsbury Education Association Composite School Safety Group Faculty via video podcast School Committee
November	Principals convene school-level crisis mgt. team to discuss the SRP and rollout plan
December	Parents via newsletters Prepare print resources and training schedule
January	School-based Crisis Response Team training
March- June	Train staff Conduct drills with students and staff

SUMMARY

Preparing staff and students to respond appropriately in a school crisis has become an expectation of elevated import in recent years. We, along with our local emergency responders, believe the SRP approach is a proven and reasonable response. Adopting the SRP will also afford us the opportunity to broaden our staff training to include Extended School Care Staff. Further, we will be empowering staff to initiate a school lockdown when appropriate and use their discretion and good judgment in a crisis response as circumstances dictate. This type of training and environment synthesize current and add new potential response options to any type of emergency situation we may face. We believe the combination of adopting the SRP and offering staff some measure of flexibility in crisis response decision-making will ultimately lead to a more effective response in any crisis situation.