

# SAFE SCHOOL PLAN (SSP)

2017/2018 Update – Signed by SSC (School Site Council by March 1, 2018)

## Cottonwood Canyon Elementary School

<b>County:</b> Riverside		<b>Principal:</b> Elizabeth Atkinson	
<b>School District:</b> Lake Elsinore Unified School District	<b>Address:</b> 545 Chaney St. Lake Elsinore, CA 92530		<b>Phone:</b> (951) 253-7000
<b>School Site:</b> Cottonwood Canyon Elementary School	<b>Address:</b> 32100 Lost Rd. Lake Elsinore, CA 92532		<b>Phone:</b> (951) 244-2585

California law requires the Comprehensive School Safety Plan of each school to be annually evaluated and amended, as needed, to ensure the plan is being properly implemented (Education Code 35294.2[e]). An updated file of all safety-related plans and materials is maintained by Cottonwood Canyon Elementary School and is readily available for inspection by the public.


Cottonwood Canyon Elementary School's "School Site Council" has evaluated our Comprehensive School Safety Plan and has determined the following:


The amendments in Section IV: Tab 25 update the plan. The worksheets from Tab 25 are attached to this signature page.

or

The plan has been properly implemented and no amendments are needed.

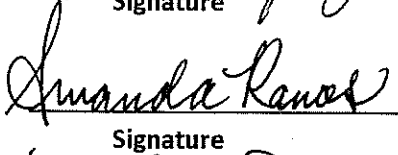
### Signatures of School's Site Council Members


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Signature Date

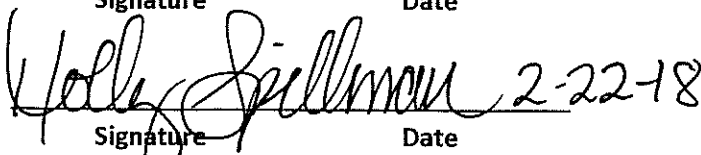
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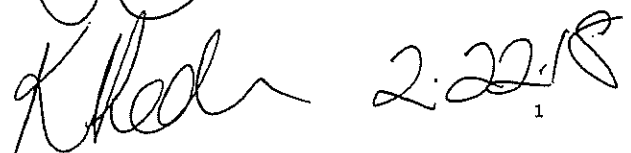
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## 25:1 ACTION PLAN FOR COMPONENT #1

### Cottonwood Canyon Elementary School

(Look at site data, SASI, Healthy Kids Survey or any other surveys taken to see if current programs are working. Where are improvements needed?)

**Component #1: "People and Programs"** Create a "caring and connected" school climate. (Part 2 of the "safe and orderly environment" requirement of SB 187.

**Goal(s):** (What area related to people and programs will we focus on *in the near future* to accomplish our mission and vision? What site data/information was reviewed? What conclusions were reached from the review of that data?)

Students with chronic behavioral and discipline issues at Cottonwood Canyon will be provided behavioral intervention and restorative justice practices, ultimately leading to the acquisition of critical life skills that will not only develop them personally but academically as well. Infinite Campus data, minor referrals and other data collected in SEL, SST and other conferences was used to determine that a small contingent of students were receiving referrals on a more frequent basis than most. Cottonwood Canyon has to implement evidence-based restorative practice.

**Objective(s):**

**What measurable results will show us that we are meeting our goal?**

Results will be made available through Infinite Campus and data analyzed on an ongoing basis.

**When will we see results?**

Results will be visible when the negative behavioral incident rate of students with repeat and/or similar offenses has decreased.

**How much change do we want to see?**

We would like to see at least a 10% decrease in student discipline referrals, from chronic offenders, over the next 12 months.

**Related Activities:**

Student Counseling Sessions - Victor Community Center and "Be Cool" Counseling

Positive Behavior Supports and Boys Town Refreshers

John Wooden's Pyramid of Success - Character Trait of the Month

School Assemblies - Character and behavior expectations modeled/addressed daily in morning meetings

SEL Support- SEL support provider will be an on-going resource for staff and work directly with students who have been identified through the SST process with chronic behavioral concerns. Restorative justice practices will be taught in individual and group formats, depending on need

**Resources needed:**

Infinite Campus ADHOC for data evaluation

Student incentives for rewards for the promotion of increased positive behavior for chronic offenders

**Person(s) responsible for implementation:**

Administrators, teachers, SEL and outside agencies such as Be Cool and Victor Community

**Timeline for implementation:**

August 2018-June 2019

## 25:2 ACTION PLAN FOR COMPONENT #2

### Cottonwood Canyon Elementary School

(Have you evaluated site safety issues having to do with your buildings and grounds such as site safety inspections or number of injuries on playgrounds or during sporting events? Have you reviewed access and sign-in procedures? What changes need to be made here?)

**Component #2: "Physical Environment"** Create a physical environment that communicates respect for learning and for individuals. Part 2 of the "safe and orderly environment" requirement of SB 187, (*Education Code Section 35294*).

**Goal(s): (What area related to physical environment will we focus on in the near future to accomplish our mission and vision? What site data/information was reviewed? What conclusions were reached from the review of that data?)**

Our goal is to ensure that the most important safety measures and routines become flawless in execution. Cottonwood would like to be risk free in the area of workplace injuries. Data examined to make this determination was fire/EQ/Lockdown data times, staff input and data from risk management from recent injuries of staff and students on campus. The following objectives and resources need to be met in order to meet our goal.

#### **Objective(s):**

**What measurable results will show us that we are meeting our goal?**

Emergency drills will improve in efficiency and time spent outside of the learning environment

Safety concerns will be addressed in a timely manner and injuries on campus due to an unsafe physical campus environment will be eliminated.

**When will we see results?**

Results will be seen throughout the 2018-2019 school year.

**How much change do we want to see?**

We would like to see an injury-free school campus, safety inspection reports that document a safe campus and fire marshal inspections that are passed without a need for corrections.

#### **Related Activities:**

Safety Drills - fire, earthquake and lockdown drills throughout the school year

Student Supervision - crossing guards, staff members and campus supervisors

Closed Campus - all visitors are required to check in and wear appropriate identification

Restricted Access - Students only in approved areas during recess and lunch breaks

Graffiti Removal - Graffiti is photographed, documented and cleaned up in a timely manner

Campus Safety Inspections - Hazards are identified, reported and fixed. Inspections are consistent.

#### **Resources needed:**

Personnel.

Blinds and Proper Door Locks. Blinds placed on outside windows of all classroom and hallway double door locks changed for staff to be able to enter the building but the doors remain locked behind them. These are serious concerns of staff members for the safety of students and staff members in the event that there is a lockdown situation with an intruder on campus.

Radios and Keys. More radios and master keys are needed for personnel to communicate and gain access in the event of a lockdown situation.

Updated alarm and security camera systems for short and long-term safety situations.

Proper lighting and fencing in "darker" areas on campus.

**Person(s) responsible for implementation:**

Administrators, teachers, classified staff and District support

**Timeline for implementation:**

August 2018-June 2019