

# Centennial High School

## Safety Plan

2019-20

### Committee Members:

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## **Assessment of the Current Status of School Crime**

### **2018-19Suspension Statistics**

<b>Ed Code</b>	<b>Description of Offense</b>	<b>Number of Suspensions</b>
48900(a)	Related to the physical injury of another student	4
48900(c) 48915(a)(3)	Related to the possession, use, etc. of a controlled substance or alcohol	2
48900.2	Related to Sexual Harassment	0
48900.3	Committed act of hate violence	0
48915 (a)(2)	Possession of a Knife or Dangerous Object	0
48900(i)	Related to committing obscene acts or using profanity	0
48900(k)	Related to the disruption of school activities or defiance of a school authority	1

**Total Suspensions: 7**

## **Appropriate Programs and Strategies That Provide School Safety**

1. Law Enforcement Presence – Through a partnership with Corning Police Department, Centennial High School has a law enforcement presence on campus. Funded by a grant secured by the City of Corning, Centennial has a school resource officer on campus at break and lunch times.
2. School Administration Providing Safety Support – The Counselor and school resource officer are responsible for supervising campus at all break times. If one of them is gone, the teachers rotate to cover.
3. Attendance Policies – Centennial encourages attendance by diligently tracking and following up on student attendance issues. The school secretary is responsible for monitoring student attendance and reporting to the Counselor when necessary. The attendance office attempts to contact parents/guardians of students that are absent through our automated calling system, School Messenger. Students that are habitually truant are referred to the School Attendance Review Board (SARB) that is facilitated by the Tehama County District Attorney's Office. Also, guardians of students that miss more than 10% of school days for any reason are notified that their student's absences may only be cleared by a doctor or school personnel (per CA Ed Code).
4. Communication Tools – Centennial employs the following communication tools: email, telephones, bell system, and alarm system. One new addition this year is an upgraded phone system. This allows a large portion of campus and all classrooms to receive a page or "all call".
5. Visitor Policy – All visitors are required to check in to the main office upon arriving to campus. Notices of this requirement are posted at various places throughout campus. The Counselor and other staff patrol the campus at various times during the day to ensure that the visitor policy is being followed.
6. Monitoring Academic Progress – One counselor is responsible for monitoring the academic progress of approximately 50 students at Centennial.
7. Monitoring School Behavior – The Counselor is largely responsible for tracking and addressing student behavior issues.
8. Lock Down Procedures – Centennial has adopted the district wide use of the ALICE protocols for emergencies. Procedures are posted in every room at the school, as well as the main office. Essentially, this directs staff and students to be proactive in escaping or defending themselves rather than only being passive and hiding.

## **Child Abuse Reporting Procedures**

A mandated reporter who knows or reasonably suspects that a minor is the victim of child abuse must report immediately by telephone and in writing by follow-up report within 36 hours to a law enforcement agency. The law penalizes the failure to report by imposing a jail sentence on the defaulting mandated reporter. On the other hand, the law rewards the reporter who meets the reporting obligation by granting absolute immunity from civil or criminal prosecution. (Penal Code Section 11166)

**Mandated Reporter:** a "Child care custodian"; includes teachers, administrators, certificated pupil personnel staff. If specifically trained in child abuse detection, also includes instructional aides, teacher's aides, and teacher assistants. District employed child care workers and health practitioners (doctors, nurses and psychologists) are also mandated reporters.

**Knowledge of or Reasonably Suspects Abuse:** When a mandated reporter observes a child with physical "injuries which appear to have been inflicted...by other than accidental means by any other person..." Whether or not there are visible physical injuries, all suspected sexual abuse must be reported.

**To Whom is the Report Made:** An oral report to designated law enforcement or protective service agencies must be made within 24 hours with a written report to follow within 36 hours. The observing employee must contact

Tehama County Child Protective Services: (530)527-1911  
(530)527-7640 (Fax)

Or

Corning Police Department: (530)824-7000

A follow up written report must be submitted within 36 hours. Forms (See Appendix C) are available at Corning Union High School through the Vice Principal or Director of Student Support Services.

Law enforcement may interview suspected victims of child abuse on school premises during school hours. If this happens, the child may choose to be interviewed in private or may select an adult staff member to be present. In any case, California Penal Code 11174.3 should dictate how the interview takes place.

11174.3. (a) Whenever a representative of a government agency investigating suspected child abuse or neglect or the State Department of Social Services deems it necessary, a suspected victim of child abuse or neglect may be interviewed during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child shall be afforded the option of being interviewed in private or selecting any adult who is a

member of the staff of the school, including any certificated or classified employee or volunteer aide, to be present at the interview. A representative of the agency investigating suspected child abuse or neglect or the State Department of Social Services shall inform the child of that right prior to the interview.

The purpose of the staff person's presence at the interview is to lend support to the child and enable him or her to be as comfortable as possible. However, the member of the staff so elected shall not participate in the interview. The member of the staff so present shall not discuss the facts or circumstances of the case with the child. The member of the staff so present, including, but not limited to, a volunteer aide, is subject to the confidentiality requirements of this article, a violation of which is punishable as specified in Section 11167.5. A representative of the school shall inform a member of the staff so selected by a child of the requirements of this section prior to the interview. A staff member selected by a child may decline the request to be present at the interview. If the staff person selected agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. Failure to comply with the requirements of this section does not affect the admissibility of evidence in a criminal or civil proceeding.

## **Suspension and Expulsion Policies**

When necessary, Centennial suspends and expels students according to California education code, specifically sections 48900 and 48915. Except in cases in which the offense threatens the safety of students, staff or school facilities, attempts will be made by the staff and/or administration to correct student behavior by other means prior to employing suspension and/or expulsion.

For more information regarding suspensions and expulsions, refer to CUHSD Board Policy and Administrative Regulation 5144.1.

### **Policy for Notifying Teachers of Dangerous Pupils**

In order to fulfill the requirements made by Education Code 49079 and Welfare and Institutions Code 827 that states teachers must be notified of the reasons(s) a student has been suspended, Centennial notifies staff members of any dangerous pupils on campus.

Pursuant to Education Code 48267, Tehama County Probation notifies the CUHSD Superintendent regarding students who have engaged in certain criminal conduct. This information is forwarded to the Vice Principal's office. From there, the information is forwarded to teachers or administration when appropriate.



## **Discrimination and Harassment**

Corning Union High School District's dedicated to provide every student an equal opportunity to receive an education in any school program or activity. No person shall discriminate against or engage in harassment of a pupil because of the pupil's race, sex, gender, sexual orientation, color, religion, mental or physical disability, national origin, ancestry, or ethnic group identification.

Concerning sexual harassment, CUHSD has adopted Board Policy and Administrative Regulation 5145.7. According to this policy and regulation, any student who engages in sexual harassment of anyone at school or at a school sponsored activity is in violation of school rules and will be subject to disciplinary action. All other forms of harassment, bullying, or intimidation are dealt with according to California Education Code, Sections 48900 and 48915.

## **Safe Ingress and Egress Procedures**

Centennial High School has designated areas for bus loading/unloading and parents dropping off students. Also, Centennial recently benefited from the installation of new sidewalks around the campus to make sure students had a safe passage to and from school.

Centennial High School also has evacuation maps posted in all facilities.

## **Discipline Procedures**

Students in public education have an obligation to conform their behavior to acceptable standards. Centennial High School's code of behavior clearly states these standards and the consequences of breaking these standards. Failure to comply with this code of behavior can result in suspension from school. When a student reaches this stage, the school must afford the student certain due process rights, including notice of the charges and the opportunity to be heard. Students also have a right to present evidence and cross-examine witnesses. In order to insure that the students are given due process we do the following things when any consideration is given to suspension of a student:

1. We provide the opportunity for all students and parents to know the rules and regulations and the consequences of breaking these rules and regulations.
2. We inform the student what charges have been brought against him/her.
3. We allow the student to see all the records that are made and provide him/her a copy if one is desired.
4. The student is provided an opportunity to confer with an administrator and to tell his/her version of what occurred.
5. The student is informed of the next steps of the discipline process and the consequences of further violations.
6. The parents/guardians are notified each time that a suspension takes place.

# **CENTENNIAL HIGH SCHOOL**

## **EMERGENCY PROTOCOL**

### **Lockdown**

#### **Signaled by**

<p><b>Staff Actions:</b></p> <ul style="list-style-type: none"> <li>• Notify authorities and those in harm's way of the danger at hand</li> <li>• Get Crisis Folder</li> <li>• Evacuate (if possible) to your assigned rally point</li> <li>• Lockdown your classroom by barricading entry points, cover windows</li> <li>• Counter the attacker if the intruder breaches a secured area</li> <li>• Inform (if possible) by giving updates to the authorities, administration, or other important personnel</li> <li>• Wait for instructions via email, cell phone, or school phone</li> <li>• School staff or emergency personnel will open the door for all clear</li> <li>• Allow students to notify guardians of their safety, limit further phone use</li> </ul>	<p><b>Student Actions:</b></p> <ul style="list-style-type: none"> <li>• Evacuate or barricade yourself in the closest classroom or another secure area of the school</li> <li>• Counter the intruder if the secured area is breached</li> <li>• Evacuate (if possible) to your assigned rally point</li> <li>• Follow teacher directives regarding cell phone use</li> </ul>
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### **Lockdown**

#### **Signaled by**

<p><b>Staff Actions:</b></p> <ul style="list-style-type: none"> <li>• Recover students/staff from outside</li> <li>• Get Crisis Folder</li> <li>• Lock all perimeter doors, curtains can be open</li> <li>• Increase situational awareness</li> <li>• Take roll, account for students</li> <li>• Wait for instructions via email, cell phone, or school phone</li> <li>• Do business as usual</li> <li>• School staff or emergency personnel will open the door for all clear</li> <li>• Allow students to notify guardians of their safety, limit further phone use</li> </ul>	<p><b>Student Actions:</b></p> <ul style="list-style-type: none"> <li>• Return to inside of building</li> <li>• Do business as usual</li> <li>• Follow teacher directives regarding cell phone use</li> </ul>
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### **EVACUATION**

#### **Signaled by fire alarm**

<p><b>Staff Actions:</b></p> <ul style="list-style-type: none"> <li>• Get Crisis Folder</li> <li>• Lead students to designated area, leave doors <u>unlocked</u></li> <li>• Take roll, account for students</li> <li>• Indicate ANY missing or extra students with red card or if all students are accounted for, indicate with green card</li> <li>• All clear will be announced by school staff or emergency personnel</li> </ul>	<p><b>Student Actions:</b></p> <ul style="list-style-type: none"> <li>• Leave stuff behind</li> <li>• Evacuate to designated area</li> <li>• Await further instructions</li> </ul>
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# Appendix C

## SUSPECTED CHILD ABUSE REPORT

To Be Completed by **Mandated Child Abuse Reporters**  
Pursuant to Penal Code Section 11166

CASE NAME: \_\_\_\_\_

PLEASE PRINT OR TYPE

CASE NUMBER: \_\_\_\_\_

<b>A.</b>	<b>REPORTING PARTY</b>	NAME OF MANDATED REPORTER		TITLE		MANDATED REPORTER CATEGORY			
		REPORTER'S BUSINESS/AGENCY NAME AND ADDRESS		Street	City	Zip	DID MANDATED REPORTER WITNESS THE INCIDENT? <input type="checkbox"/> YES <input type="checkbox"/> NO		
		REPORTER'S TELEPHONE (DAYTIME) (      )		SIGNATURE		TODAY'S DATE			
<b>B.</b>	<b>REPORT NOTIFICATION</b>	<input type="checkbox"/> LAW ENFORCEMENT <input type="checkbox"/> COUNTY PROBATION		AGENCY					
		<input type="checkbox"/> COUNTY WELFARE / CPS (Child Protective Services)							
		ADDRESS		Street	City	Zip	DATE/TIME OF PHONE CALL		
		OFFICIAL CONTACTED - TITLE				TELEPHONE (      )			
<b>C.</b>	<b>VICTIM</b>  One report per victim	NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY
		ADDRESS				Street	City	Zip	TELEPHONE (      )
		PRESENT LOCATION OF VICTIM				SCHOOL		CLASS	GRADE
		PHYSICALLY DISABLED? <input type="checkbox"/> YES <input type="checkbox"/> NO		DEVELOPMENTALLY DISABLED? <input type="checkbox"/> YES <input type="checkbox"/> NO		OTHER DISABILITY (SPECIFY)		PRIMARY LANGUAGE SPOKEN IN HOME	
		IN FOSTER CARE? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF VICTIM WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE: <input type="checkbox"/> DAY CARE <input type="checkbox"/> CHILD CARE CENTER <input type="checkbox"/> FOSTER FAMILY HOME <input type="checkbox"/> FAMILY FRIEND <input type="checkbox"/> GROUP HOME OR INSTITUTION <input type="checkbox"/> RELATIVE'S HOME				TYPE OF ABUSE (CHECK ONE OR MORE) <input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL <input type="checkbox"/> NEGLECT <input type="checkbox"/> OTHER (SPECIFY)	
		RELATIONSHIP TO SUSPECT				PHOTOS TAKEN? <input type="checkbox"/> YES <input type="checkbox"/> NO		DID THE INCIDENT RESULT IN THIS VICTIM'S DEATH? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> JUNK	
<b>D.</b>	<b>INVOLVED PARTIES</b>  VICTIM'S SIBLINGS PARENTS/GUARDIANS SUSPECT	NAME				BIRTHDATE		SEX	ETHNICITY
		1. _____				3. _____			
		2. _____				4. _____			
		NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY
		ADDRESS				Street	City	Zip	HOME PHONE (      )
						BUSINESS PHONE (      )			
		NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY
		ADDRESS				Street	City	Zip	HOME PHONE (      )
						BUSINESS PHONE (      )			
		SUSPECT'S NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY
ADDRESS				Street	City	Zip	TELEPHONE (      )		
OTHER RELEVANT INFORMATION									
<b>E.</b>	<b>INCIDENT INFORMATION</b>	IF NECESSARY, ATTACH EXTRA SHEET(S) OR OTHER FORM(S) AND CHECK THIS BOX <input type="checkbox"/> IF MULTIPLE VICTIMS, INDICATE NUMBER: _____							
		DATE / TIME OF INCIDENT		PLACE OF INCIDENT					
		NARRATIVE DESCRIPTION (What victim(s) said/what the mandated reporter observed/what person accompanying the victim(s) said/similar or past incidents involving the victim(s) or suspect)							

SS 8572 (Rev. 12/02)

### DEFINITIONS AND INSTRUCTIONS ON REVERSE

**DO NOT** submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS 8583 if (1) an active investigation was conducted and (2) the incident was not determined to be unfounded.

WHITE COPY-Police or Sheriff's Department; BLUE COPY-County Welfare or Probation; GREEN COPY- District Attorney's Office; YELLOW COPY-Reporting Party