

PIEDMONT MIDDLE SCHOOL
COMPREHENSIVE SCHOOL SAFETY PLAN
September 2010

A Comprehensive School Safety Plan and Emergency Preparedness Binder (Comprehensive School Safety Plan binder) is on file in the PMS school office and available for public review (containing all elements specified in California Senate Bill 187). The PMS School Site Council met on May 12, 2009, to review and validate that the following areas are adequately addressed in the current plan.

Assessment of Current Status of School Crime

The Piedmont Unified School District has a low incidence of crime on school campuses. Copies of 2009-2010 monthly crime reports are filed in the Comprehensive School Safety Plan binder. To date, in the 2009-2010 school year, there have been no crimes reported directly by Piedmont Middle School to the Piedmont Police Department.

Child Abuse Reporting Procedures

Child Abuse Reporting Forms and procedures are included in the Comprehensive School Safety Plan binder. The forms and procedures are reviewed with all staff at the beginning of each school year.

Disaster Procedures: Routine and Emergency

Emergency preparedness plans are reviewed and communicated to all staff at the beginning of the year. Fire drills are conducted monthly and earthquake drills four times a year. An announced school evacuation drill is held once a year and a District-wide total evacuation drill is held every year in coordination with the Piedmont Police and Fire Departments. An Intruder Alert Drill is held once a year. These drills are reviewed with the Fire and Police Departments and at

subsequent staff meetings. Procedures, staff responsibilities, and egress maps are updated yearly and are included in the Comprehensive School Safety Plan binder. In addition, all staff members receive individual copies of the egress maps at the beginning of the school year, and copies of the maps are posted in corresponding classrooms.

Policies Related to Suspension, Expulsion, and Mandatory Expulsion (or Other School Designated Serious Acts which Would Lead to Suspension or Expulsion)

To date, 14 students have been suspended during the 2009-2010 school year. No expulsions or recommendations for expulsion have occurred. Piedmont Middle School Discipline Policies are included in the Comprehensive School Safety Plan binder, as are copies of detention, referral, and suspension forms.

Notification to Teachers Pursuant to Ed Code 49079

Teachers are given notification by the Principal, Assistant Principal, and/or counselor about students who have engaged in dangerous behavior. This notification may be written or verbal, or included in a Student Study Team. In addition, teachers are informed about students who were suspended the previous year, including 8th grade students going into high school, in a confidential memorandum from the Assistant Principal.

Discrimination/Hazing/Harassment

The Piedmont Unified School District Sexual Harassment Policy is distributed to the staff at the beginning of the school year. Grade level assemblies are held quarterly to review the policies and to explain reporting procedures. The full policy and samples of reporting forms are included in the Comprehensive School Safety Plan binder.

School Wide Dress Code

Piedmont Middle School does not have a specific dress code as in a uniform policy. As per the Middle School Handbook, Piedmont Middle School students are expected to dress in a manner that does not distract from the educational process. Clothing that depicts alcohol or drug logos or any inappropriate pictures/words are prohibited. No halter tops, bare midriff tops or very short shorts/skirts should be worn to school. No undergarment straps should be exposed.

Safe Ingress and Egress of Pupils, Parents, and School Employees To and From School

Piedmont Middle School has established procedures for safe ingress and egress of students, parents, and school employees to and from school. All visitors and volunteers are required to sign in at the office and to wear a visitor/volunteer badge. All school staff and school employees are required to wear ID badges. Visitor procedures are included in each publication of Piedmont Middle School Weekly Bulletin, which is emailed to the parents and school community and made available in the school office.

Maps illustrating exits for evacuation to Magnolia Avenue and lower courts, and routes to the John Morrison Gymnasium are included in the Comprehensive School Safety Plan binder, posted in classrooms, and distributed to teachers at the beginning of the school year and included in each substitute teacher folder. Regularly scheduled drills are reviewed by staff and students to ascertain effectiveness.

Students who walk to and from school are encouraged to walk in pairs or groups. Students arriving or leaving by car may be dropped off and picked up directly in front of school on Magnolia Avenue. Handicap access is provided by a series of

ramps, elevators, and classroom wheelchair accessible doorways. All stairs have handrails. Stairs and hall surfaces are maintained for safety through cleaning and periodic resurfacing. Permanent concrete benches block the wide stairs that lead to the lower patio.

Safe and Orderly School Environment

The Comprehensive School Safety Plan binder contains existing resource and policy information and is available in the school office. Additional communications regarding a safe and orderly campus are shared through the Piedmont Middle School Weekly Bulletin, Student Handbook, Parent Handbook, and PMS website. All classrooms and P.E. teachers are equipped with emergency backpacks that contain first aid supplies. These backpacks are updated each fall. Food and water and additional larger supplies are stored in the Morrison Gym storage closet at the eastern end of the building; the Buzz Redford Gym storage closet at the southern end; the mail room in the main office.

All classrooms and offices are equipped with a phone. In addition, the PA system allows for communication from the office to the classrooms. The PA system may be used by any staff member if a need arises. In addition, each backpack contains a Motorola Family Radio System (FRS) for staff communication during an emergency.

A team of four custodians keeps the classrooms neat and clean and maintains a litter free, orderly and well lit exterior. All exterior walking surfaces are hosed down, student teams work with the custodian at lunch to pick up litter, and noontime supervisors help maintain orderly lunch periods. A District Maintenance Team performs larger projects and long term campus maintenance. A District gardener works closely with administration to improve and maintain the grounds.

Displays in classrooms and outdoor cases reflect student pride and are relevant to the curriculum being taught. Classroom disruptions are rare and instructional time is used to its fullest.

PMS has 1.2 counselors as well as two intern counselors available who see students daily to help with areas of concern related to school, home, and their overall well-being. Students may also self-refer when they feel a need.

Signs are posted directing all visitors to the office. All visitors and volunteers are required to sign in at the office and wear a badge while on campus. Students who need to leave during the school day are released only to an adult listed on their emergency card that is filled out by parents each school year.

Rules and Procedures Pursuant to EC 35291 and EC 35291.5

To create a positive campus environment that is respectful of all and conducive to learning, the staff has developed and implemented a number of programs that involve participation by all students, staff and parents.

- The student handbook is distributed at Walk-Through registration and the parent handbook is posted on the PMS website. They outline behavior policies and consequences.
- An Assertive Discipline Plan, used in all classrooms, dictates praise for positive behavior and consequences for negative. These consequences may be student-teacher conference, detention, parent contact, and/or referral to administration or counselor.
- Grade-level assemblies are conducted by the Principal and Assistant Principal at the beginning of each quarter to review school policies, expectations for behaviors, and student achievement.
- Conflict Resolution Skills are taught by the 6th grade counselor to all 6th grade students.

- A Communications 6th grade elective class that emphasizes conflict resolution skills has been added to the 6th grade elective wheel.
- A Peer Mediation team of 7th and 8th grade students is trained each fall to mediate student differences. Students may ask for mediation or be assigned by an administrator/counselor, if necessary.
- A campus social climate discussion known as *Ambassadors* is conducted during both lunches weekly for all students and facilitated by the school counselors.
- Chess club is available for all students during both lunches.
- The Middle School has a “No Tolerance” policy on racial/ethnic slurs, sexual harassment, foul language, and bullying. These issues are discussed in individual classes, student council meetings and, when necessary, with specific parent groups.
- ASB (Associated Student Body) class recognizes students through a variety of student-generated programs. These include Exceptional Students-of-the-Month, *Caught Doing Good* and *Above and Beyond* bracelets, Blue Slip winners, students’ birthdays, etc.
- Students perform service projects including Alameda County Community Food Bank Drive, Walk-a-thon, magazine sale, and a community outreach program that is chosen by the student council.
- The school is a closed campus at lunch. One certificated teacher and four district custodians are hired to supervise both lunches and noontime activities daily.

There is a constant and consistent reinforcement of school policies for acceptable behavior. All programs have helped create a safe environment for all students.

The Middle School has an 80% 7th/8th grade counselor and a 40% 6th grade counselor. They work with individuals and small groups of students to provide support for personal, academic and/or social problems. They regularly meet with parents and teachers to help address needs as they relate to a student’s

education and development. Student Study Teams, led by counselors, provide a venue for teachers to share information and concerns regarding a particular student. The 7th/8th grade counselor is the Peer Mediation trainer and also co-facilitates the Youth Educator Program with the Director of Student Support Services, in addition to *Ambassadors* lunch-time program. In the Youth Educator Program, trained high school juniors teach a series of lessons on decision making to all 8th grade students.

Decision-making and problem-solving skills are taught at all levels. Specifically, decision-making regarding drugs, alcohol, and nutrition is emphasized in the science curriculum. The school invites speakers from drug rehabilitation programs, family life education, Nightmare on Puberty Street assembly, and parent education evening presenters.

The PMS Parents' Club provides opportunities for the community to attend presentations that address issues pertinent to helping students navigate through the middle school years. In addition, a Parent-to-Parent Network (PPN) gives parents venues for discussion of these issues.

Hold a Public Meeting

The School Site Council meetings serve as the public meeting for review of the School Safety Plan. At its meeting on May 12, 2009, the School Site Council determined that:

The Piedmont Middle School Comprehensive School Safety and Emergency Preparedness Plan addresses all requirements as specified in California Senate Bill 187.

The School Site Council recommends the 2010-2011 School Safety Plan to the PUSD Board of Education for approval.

STAFF

Jeanne Donovan

Dan Bonnin

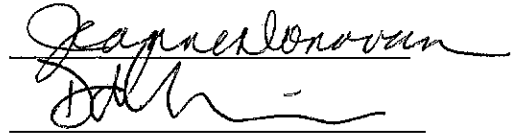
Annie Holland

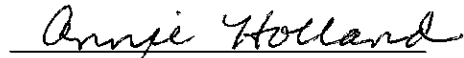
Tamara Knapp

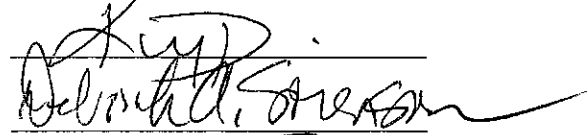
Debby Sorenson

Carolyn White

SIGNATURE









PARENTS

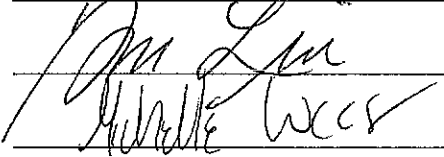
Kathy Kelleher

Sue Lin

Michelle Lucas

Leshia Manley







STUDENTS

Meredith Aebi

Ben Zweig

