



# PALOMA ELEMENTARY Comprehensive Safety Plan



Paloma Elementary views the safety of our students as a significant responsibility. To provide a safe, comfortable, appropriate learning environment our staff has created a number of different programs for students.

Paloma Elementary School's Safety Plan is a document to be used by the staff to ensure the safety of all students, staff, and visiting community members for daily and/or emergency situations. Our safety team met to review our current procedures and solidify our yearly process. This plan was developed and approved by the Paloma School Site Council on September 22<sup>nd</sup> of this year.

The three essential components addressed within this plan are characteristics of students and staff, our physical environment, and our school culture, including programs that are currently in place at Paloma Elementary School.

## Characteristics of Students and Assuring an Emotionally Nurturing Environment

- The Response to Intervention program implemented at the scheduled professional learning community meetings provides emotional and educational assistance for students considered at risk.
- The school psychologist works in conjunction with the administration and health clerk to meet the needs of the learning community.
- Paloma Elementary is taking part in a three-year grant which provides a full time counselor and a part time social worker. These services will provide strategies to develop resilience and provide family support.
- A school site counselor provides counseling to students.
- Our school social worker and counseling interns work with students struggling with work completion or homework completion to foster organization and responsibility.
- Students receive awards for academic achievements and citizenship.
- Safety Patrol, Peace Patrol, and Student Council, STAR tutoring provide older students the opportunity to develop responsibility skills and leadership.
- Paloma enjoys an active PTO that focuses all decision making, activities, and resources toward all children's well being.

## Assure a Safe Physical Environment:

- Visitors to Paloma sign in on a daily log and must wear visitor badges or volunteer tags.
- Student checkout procedures are clearly posted and are adhered to.
- California Ed. Code and SMUSD board policies regarding suspension and expulsion are communicated to students, staff, and parents.
- School Discipline Procedures are communicated to students and parents at the start of each new school year in writing in our school handbook.
- Evacuation procedures are posted in all classrooms and staff is trained on procedures. Monthly drills are implemented.
- Mandated reporting policies on child abuse, dangerous students, and sexual harassment are presented to the staff at the beginning of the school year.

## School Culture

- Student Council fosters student involvement and shared decision making.
- Classrooms reinforce character education via a program that focuses on relevant traits to foster positive citizenship (The Panther Way).
- Students achieving in academics and positive behavior are recognized and reinforced at Paloma's Friday Flag Ceremony.
- Paloma's Leadership Team meets several times during the school year to ensure students' safety, emotional, and academic needs. Grade levels meet to further address academic needs.
- Our Accelerated Reading program fosters a love of reading through assemblies and special visitors.

Paloma Elementary works to ensure a positive, safe learning environment for all our students. We believe students need a community of learners to best develop a love of learning.

Sincerely,

Tracy Garcia  
Principal