



# *COMPREHENSIVE SCHOOL SAFETY PLAN*

## *Part I – Public Components*

### *2022-2023*

**District:** Santa Cruz City Schools  
**Superintendent** Kris Munro  
**Phone Number:** 831-429-3410  
**E-mail Address:** [superintendent@sccs.net](mailto:superintendent@sccs.net)

# Table of Contents

|  |           |
|--|-----------|
| <b>Purpose of the Comprehensive School Safety Plan (CSSP)</b> .....  | <b>3</b>  |
| <b>Plan Development and Approval</b> .....   | <b>4</b>  |
| <b>Current Status of School Crime</b> .....  | <b>5</b>  |
| <b>School Safety Strategies and Programs</b> .....   | <b>7</b>  |
| Child Abuse Reporting Procedures .....   | 8         |
| Emergency/Disaster Preparedness Training Schedule .....  | 9         |
| <b>Procedures for Emergency Use by Public Agency – BP 3516</b> .....   | <b>9</b>  |
| <b>Suspension/Expulsion Policies – BP 5144.1</b> .....   | <b>9</b>  |
| <b>Procedures to Notify Teachers of Dangerous Pupils – BP 4158</b> .....   | <b>9</b>  |
| <b>Nondiscrimination/Harassment Policy – BP 5145.3</b> .....   | <b>10</b> |
| <b>Dress Code – BP 5132</b> .....  | <b>10</b> |
| <b>Rules and Procedures for School Discipline – BP 5144</b> .....  | <b>10</b> |
| <b>Consultation, Cooperation and Coordination with other School Site Councils or School Safety Plan Committees</b> ..... | <b>10</b> |
| <b>Bullying Prevention – BP 5131.2</b> .....   | <b>11</b> |
| <b>Positive School Climate – BP 5137</b> .....   | <b>11</b> |
| <b>Uniform Complaint Procedure – BP 1312.3</b> .....   | <b>12</b> |
| <b>Protocols to Address Mental Health Care of Pupils Who Have Witnessed a Violent Act</b> .....                          | <b>12</b> |
| <b>Procedures for Safe Ingress and Egress of Pupils, Parents, and School Employees to and from school</b> .....          | <b>13</b> |
| <b>Appendix</b> .....  | <b>13</b> |
| Board Policy 5141.4 Child Abuse Prevention and Reporting .....   | 13        |
| Board Policy 3516 Emergencies and Disaster Preparedness .....  | 13        |
| Board Policy 5144.1 Suspension and Expulsion/Due Process .....   | 13        |
| Board Policy 4158 Employee Security/Teacher Notification .....   | 13        |
| Board Policy 5145.3 Nondiscrimination/Harassment .....   | 13        |
| Board Policy 5132 Dress and Grooming .....   | 13        |
| Board Policy 5144 Discipline .....   | 14        |
| Board Policy 5131.2 Bullying Prevention .....  | 14        |
| Board Policy 5137 Positive School Climate .....  | 14        |
| Board Policy 1312.3 Uniform Complaint Procedure .....  | 14        |

## **Purpose of the Comprehensive School Safety Plan (CSSP)**

Sections 32280-32288 of the California Education Code outline the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a Comprehensive School Safety Plan relevant to the needs and resources of that particular school.

It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated Comprehensive School Safety Plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses. Comprehensive School Safety Plans are required under SB 719 & AB 115 and must contain the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In January every year, the school will report on the status of its school safety plan including a description of its key elements in the annual School Accountability Report Card (SARC).

<http://www.sccs.net/>

A copy of the Comprehensive School Safety Plan Public Version – Part I is available for review at the Santa Cruz City Schools office, and online at .

### Plan Development and Approval

The Santa Cruz City Schools Comprehensive School Safety Plan has been developed by:

- X School Site Council
- X School Safety Planning Committee

Which includes the following members:

| Name                  | Membership Role                        |
|-----------------------|--|
| Kris Munro            | Superintendent                         |
| Thien Hua             | Principal from Santa Cruz City Schools |
| Jessy Beckett Parr    | Parent whose child attends the School  |
| Martin Sanchez Ortega | Classified Employee                    |
| Trevor Kendall        | Law Enforcement Agency Representative  |
| Holly Butler          | Other                                  |

| Key Dates of Plan Development and Approval  | Date(s)    |
|---|------------|
| Meeting with representative of law enforcement agency to develop the Plan   | 12/14/2022 |
| Meeting at the school site to allow members of the public the opportunity to review and express opinions about the Plan | 12/1/22    |
| School Site Council approval of the Plan  | 12/1/22    |
| School District Board approval of the Plan  | 2/22/23    |
| Submission to Santa Cruz County Office of Education for audit review  | 3/1/23     |

### Current Status of School Crime

This section presents data that will be analyzed to assess the current status of school crime committed on the Santa Cruz City Schools campuses and at school-related functions. Data presented include:

| <b>Elementary</b>  | <b>DeLaveaga</b> |              |              |              |              |              |              |
|--|------------------|--------------|--------------|--------------|--------------|--------------|--------------|
|  | <b>15-16</b>     | <b>16-17</b> | <b>17-18</b> | <b>18-19</b> | <b>19-20</b> | <b>20-21</b> | <b>21-22</b> |
| <b>Suspensions (Total #)</b>                             |                  |              |              |              | 2            | 0            | 0            |
| <b>Expulsions (Total #)</b>                              |                  |              |              |              | 0            | 0            | 0            |
| <b>No Suspension or Expulsion (Total #)</b>              |                  |              |              |              |              |              | 0            |
| <b>Students Who Committed an Offense (Total Undup #)</b> |                  |              |              |              |              |              | 0            |
| <b>Offenses Committed (Total #)</b>                      |                  |              |              |              |              |              | 0            |
| <b>Chronic Absentee Rate (%)</b>                         |                  |              |              |              | 10%          | 5%           | 19%          |
| <b>Discipline for Bullying and Harassment (Total #)</b>  |                  |              |              |              | 0            | 0            | 0            |
| <b>Discipline for Fighting/Physical Harm (Total #)</b>   |                  |              |              |              | 0            | 0            | 0            |
| <b>Discipline for Substance Abuse (Total #)</b>          |                  |              |              |              | 0            | 0            | 0            |
| <b>Incidents involvement Law Enforcement (Total #)</b>   | N/A              | N/A          |              |              | 0            | 0            | 0            |

|   |  |
|---|--|
| 19-20 data from 7.13 Incident by  | Offense report, includes non-suspension/expulsion incident outcomes; S/E data from 7.11 Incident Results Count   |
| 18-19 data from 7.1 Count by Most Severe Offense report, includes suspension/expulsion and non S/E incidents; S/E data from 7.3 Disciplinary Actions report |  |
| 17-18 and prior years' data from  | 7.1 Count by Most Severe Offense report, only includes suspension/expulsion incidents; S/E data from 7.3 Disciplinary Actions report   |
| Absenteeism data from 14.1 Student Absenteeism reports  |  |
| Law enforcement data extracted  | from Student Information System; sites documented law enforcement involvement in the details of the incident, rather than using consequence code, thus preventing correct reporting to CALPADS |
| Law enforcement data not available in CALPADS until 19-20   |  |

Findings from the analysis of the data presented above include:

|   |
|---|
| In 2018-19 we had 7 suspensions and 2019-20 we had 2 suspensions, a significant decrease. Last year, 2020-21 we had no suspensions; however, we were not in person at school until April, 2021. Whenever possible, alternatives means for correction are used in lieu of suspension (i.e. parent conferences, intervention by school counselor and/or community coordinators, student study team collaboration).  |
| For 2018-19, our chronic absentee rate was 14% and it decreased in 2019-20 to 10%. This has been an area of growth for DeLaveaga Elementary School, and this year we have been focusing on improving our attendance. School based teams will continue to proactively monitor attendance patterns and provide appropriate interventions and support with the collaboration of Counselor, Community Coordinator, Teachers, and administration. School staff will continue to work with the Student Services Department in considering referrals of applicable students to the Student Attendance Review Board (SARB). |
| For the academic year 2019-2020 we again improved in our suspension and chronic absenteeism rates. We only had 2 suspensions (for fighting), and a 10% Chronic Absentee rate, an improvement of 4% from the prior two years.  |
| In 2020-2021, students spent most of the school year engaged in distance learning. Most were able to attend in person instruction in a modified capacity for the last month of school. No suspensions recorded for the 2020-2021 school year.   |
| In 2021-2022, students returned to campus for a typical academic year with the regular pre-pandemic bell schedules. No suspensions recorded for the 2021-2022 school year.  |

## **School Safety Strategies and Programs**

Santa Cruz City Schools is committed to school safety for all students, staff, and visitors. Many strategies and programs provide and maintain a high level of school safety.

### **School Vision/Mission Statement**

Enthusiasm, Commitment, and Honor! At DeLaveaga, we believe that every child can learn. We believe every person has value and the potential to achieve their goals. Families are equal partners who support their children as well as the needs of the whole school community. We believe school should not only be safe, but fun, a place where each student wants to go each day. Our school reflects a diverse world in which all languages, cultures, talents and dreams are fostered and valued. Collaboration and effective practices support learning for all students. The transformative power of excellent teaching makes our beliefs become reality and promotes high levels of achievement for all students.

Providing a safe learning environment is a priority for staff, parents, students, and school community members. Santa Cruz City Schools prepares students to be self-disciplined and responsible citizens who can meet the challenge of living in an ethnically and socio-economically diverse community. Santa Cruz City Schools promotes caring and nurturing relationships and work cooperatively with parents, students, law enforcement representatives, and other community agencies. Santa Cruz City Schools stresses prevention of violence on campus and prepares students to handle conflict, anger, and other threats to safety.

Programs are implemented to prevent drug, alcohol, and tobacco use. The Santa Cruz City Schools discipline policy provides students with behavior guidelines that are aligned to the California Education Code and district policies. School-wide rules, classroom rules, the dress code, and consequences for rule infractions provide students with clear expectations for behavior. The focus is to reduce barriers to learning as well as to build protective factors leading to student success, both academically and socially.

Intervention and prevention programs focus on positive youth development. Santa Cruz City Schools implements programs to create a positive school climate and promote social-emotional learning using research-based strategies. Santa Cruz City Schools implements multi-tiered systems of support/response to intervention for students that promote high expectations, maintain student engagement in school, and provide systems for student success.

Strategies and programs unique to Santa Cruz City Schools that provide a safe learning environment for all students, including LGBTQ students.

At DeLaveaga we follow the Dragon Way--a Positive Behavior Intervention and Support (PBIS) program that promotes positive behavior in all areas of the school. In addition, we teach a problem-solving strategy called WITS (Walk Away, Ignore, Talk It Out, and Seek Help), for students to work-out their academic, behavioral and social issues. Our school counselor has developed lessons for both primary and upper grade classes to teach these skills. We emphasize the importance of a Growth Mindset and being optimistic. We have also implemented a Zones of Regulation program to help students self-assess how they are feeling, along with strategies to improve their emotional health. All of these programs and strategies are implemented school-wide by teachers, our school counselor, and administration.

Santa Cruz City Schools is implementing CatapultEMS, an emergency management and communication platform. CatapultEMS is a centralized tool for SCCS district, site, and law enforcement to use to communicate with each other in real-time during an emergency. Additionally, CatapultEMS updates all SCCS staff and student daily, so in the event of an actual emergency, staff can utilize CatapultEMS during drills, evaluations, and reunification. CatapultEMS also includes an anonymous bully and threat reporting option for students, teachers, and families to report any situations through SCCS website. Once submitted, our SCCS district safety team and site safety team are notified via text and email so we can address and respond to all anonymous reports in a timely & responsive manner.

## **Child Abuse Reporting Procedures**

(EC 35294.2 [a] [2]; PC 11166)

All school staff members actively monitor the safety and welfare of all students. Staff members understand their responsibility as child-care custodians and will immediately report all cases of known and suspected child abuse pursuant to Penal Code Section 11166. District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

Penal Code 11166. (a) Except as provided in subdivision (d), and in Section 11166.05, a mandated reporter shall make a report to an agency specified in Section 11165.9 whenever the mandated reporter, in his or her professional capacity or within the scope of his or her employment, has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. The mandated reporter shall make an initial report by telephone to the agency immediately or as soon as is practicably possible, and shall prepare and send, fax, or electronically transmit a written follow up report within 36 hours of receiving the information concerning the incident. The mandated reporter may include with the report any non-privileged documentary evidence the mandated reporter possesses relating to the incident.

Plans are also completed to assure ongoing monitoring of the student. School staff work closely with police and Child Protective Services with follow up actions as needed. Considerable effort is made to maintain the confidentiality of the student and employee in all cases of child abuse reporting. Copies of all written reports are maintained in a confidential file in the principal's office. Board Policy 5141.4 addresses Child Abuse Prevention and Reporting and is included in the Appendix of the Comprehensive School Safety Plan.



## Emergency/Disaster Preparedness Training Schedule

Santa Cruz City Schools will provide all students and staff with emergency/disaster preparedness training in a variety of procedures according to the following schedule:

| Training                        | Date(s)                                    |
|---------------------------------|--|
| Fire Procedures                 | Monthly drills from August 2022 - May 2023 |
| Lock Down Procedures            | Staff training on November 2, 2022         |
| Code Red Procedures             | Staff training on November 8, 2022         |
| Shelter in Place Procedures     | Staff training on November 2, 2022         |
| Earthquake Emergency Procedures | Staff training on January 10, 2023         |

### Procedures for Emergency Use by Public Agency – BP 3516

As documented in Board Policy 3516, public agencies, including the American Red Cross, have permission to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board will cooperate with such agencies in furnishing and maintaining whatever services they deem necessary to meet the community's needs. Board Policy 3516 is included in the Appendix.

### Suspension/Expulsion Policies – BP 5144.1

As documented in Board Policy 5144.1, the school desires to provide students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. Rules and regulations set the standards of behavior expected of students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion. Board Policy 5144.1 is included in the Appendix.

DeLaveaga student support team meets weekly to discuss student behavior intervention and supports. The PBIS (Positive Behavior Intervention Support) Techs meet monthly with the the district team on system wide practices driven by disaggregated data from SWIS (School wide Information Systems) on how to approach individual student challenges and system wide challenges. "Re-Entry" meetings are conducted with the student, parent and administrator for all suspensions. The purpose of these meetings are to help the student move forward in a positive fashion . The principal conducts an assembly in the beginning of the year and visits each classroom to reinforce positive behavior on campus.

### Procedures to Notify Teachers of Dangerous Pupils – BP 4158

As documented in Board Policy 4158, the Superintendent or designee shall ensure that employees are informed, in accordance with law, regarding crimes and offenses by students who may pose a danger in the classroom. Board Policy 4158 is included in the Appendix.

A red flag with the number 49079 will be visible near students name in Infinite Campus. This is the CA Education code that requires schools to inform teachers of students who has engaged in, or is reasonably suspected to have engaged in any dangerous acts within the last three years.

### **Nondiscrimination/Harassment Policy – BP 5145.3**

As documented in Board Policy 5145.3, the Board of Education desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and/or bullying of any student, based on actual or perceived characteristics of race or ethnicity, color, nationality, national origin, ethnic group identification, age, religion, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics. Board Policy 5145.3 is included in the Appendix.

Strategies and programs unique to Santa Cruz City Schools that provide a safe school environment for all students, including LGBTQ students.

At DeLaveaga, we implement a code of conduct entitled "The Dragon Way." This code of conduct stresses the importance of being Kind and Respectful, Responsible, and Safe. In addition, we use the Second Step curriculum at all grade levels (TK-5th) as well as Soul Shoppe. We implement safety drills on a monthly basis (fire, earthquake, Lockdown, etc.), to prepare students to be safe in an emergency. Another program that we implement is WITS (Walk Away, Ignore, Talk It Out, and Seek Help), where students learn to handle and solve problems. All of these programs are designed to provide a safe school environment. These proactive and innovative programs and practices are inclusive of all groups, including our LGBTQ community.

### **Dress Code – BP 5132**

As documented in Board Policy 5132, the Board of Education believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. Students are prohibited from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Board Policy 5132 is included in the Appendix.

Our Health Aide/Office has an extra supply of clothing in the event that students need to change inappropriate clothing. Parents are also notified if their student is wearing anything inappropriate.

### **Rules and Procedures for School Discipline – BP 5144**

As documented in Board Policy 5144, the Board of Education is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and to preparing students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention, provision of appropriate intervention and support, and parent involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

The Dragon Way is DeLaveaga's system for teaching and reinforcing appropriate behavior. Assemblies and rotations are conducted both at the beginning of the year, as well as after Winter Break, to review and reinforce what being Kind and Respectful, Responsible, and Safe looks like in all aspects of schooling. These school-wide expectations are reinforced through the use of Dragon Tickets and Celebrations throughout the year. DeLaveaga Elementary School also employs a system of referrals to identify and track minor and major behavior incidents, with appropriate consequences.

### **Consultation, Cooperation and Coordination with other School Site Councils or School Safety Plan Committees**

An administrator from DeLavega worked with other district elementary administrators and the Safety and Wellness Coordinator on Safety Plan Collaboration and training offered by Santa Cruz County Office of Education. Also, safety plan consultation and coordination was offered by SCCS District Safety and Wellness Coordinator on 10/26/22.

### **Bullying Prevention – BP 5131.2**

As documented in Board Policy 5131.2, the Board of Education is committed to creating a safe learning and working environment for all students and employees. The Board of Education recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or groups of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel. Board Policy 5131.2 is included in the Appendix.

Strategies and programs unique to Santa Cruz City Schools that prevent bullying for all students, including LGBTQ students.

Many of the same programs we implement that help create a safe school environment also prevent bullying. In particular, the Second Step curriculum has lessons that directly address the issue of bullying. Our WITS program (Walk Away, Ignore, Talk It Out, and Seek Help) stresses the importance of "Seeking Help," or reporting bullying to school staff. We have a full staff of playground supervisor/monitors that oversee recess, lunch, and drop off and pick up times. We have provided information to students about bullying and what to do about it. We also seek input and support from our parent community to report any bullying incidents to our school office and administration. We have also hosted parent education nights in collaboration with KidPower.

### **Positive School Climate – BP 5137**

As documented in Board Policy 5137, the Board of Education desires to enhance student learning by providing an orderly, caring, and nurturing educational and social environment in which all students can feel safe and take pride in their school and their achievements. The school environment should be characterized by positive interpersonal relationships among students and between students and staff.

The district's curriculum shall include age-appropriate character education which includes, but is not limited to, the principles of equality, human dignity, mutual respect, fairness, honesty, and citizenship. The Superintendent or designee may develop other strategies to enhance students' feelings of connectedness with the schools, such as campus beautification projects, graffiti removal, development of extracurricular activities and after-school programs, pairing of adult mentors with individual students, recognition of student achievement, and encouragement of strong family and community involvement in the schools. Board Policy 5137 is included in the Appendix.

Using data from the 2021-2022 LCAP Student Survey, we noted that students felt engaged (86% strongly agree or agree) and teachers/administrators care about them (86% strongly agree or agree). However, an area for improvement has been in the area of a healthy school climate, where students identified "students being disruptive" and "students not being able to focus" as being significant barriers to learning.

We have the Dragon Way, WITS (Walk Away, Ignore, Talk It Out, and Seek Help), and Second Step Curriculum. We have also created a student leadership group that increased the level of student participation in school activities from 12 to over 40 students. We have Buddy Classes which provide upper and lower grade students an opportunity to build relationships with each other.

Our school counselor and a classroom teacher facilitate our Student Leadership group. Our school counselor also delivers lessons that teach social skills, problem-solving and conflict resolution.

Strategies and programs unique to Santa Cruz City Schools that create a positive school climate for all students, including LGBTQ students.

In addition to our WITS (Walk Away, Ignore, Talk It Out, and Seek Help) program, we are promoting the development of Optimism and Growth Mindset this year to support the ongoing development of a positive school climate. All programs at DeLaveaga are inclusive of all students. At DeLaveaga Elementary School, there is ongoing and dedicated learning about LGBTQ student inclusivity and support by and for the whole school. This support is evidenced via staff knowledge of laws and policy, as well as expected behavior and interactions between students and staff.

### **Uniform Complaint Procedure – BP 1312.3**

As documented in Board Policy 5137, the Board of Education recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation. Board Policy 1312.3 is included in the Appendix.

Strategies and programs unique to Santa Cruz City Schools that encourage early resolution of complaints for all students, including LGBTQ students.

At the beginning of each school year, we notify parents of the Williams Act and the Uniform Complaint Procedure. We make these documents available to parents upon request. In addition, at the beginning of each school year, the principal communicates to parents his availability to meet with them to answer questions and address concerns. Principal contact information is published in monthly bulletins and on the school website. Monthly "Principal Coffees" are held to discuss general school questions and concerns. DeLaveaga has a full-time school counselor who is available to meet with individual, small groups, and whole classes to address social emotional issues, including LGBTQ issues.

### **Protocols to Address Mental Health Care of Pupils Who Have Witnessed a Violent Act**

Pupils who have witnessed a violent act at school or at a school-sponsored activity, while going to or coming from school or a school sponsored activity, or during a lunch period on or off campus, will need attention to address their mental health. Witnessing violence and being a victim of violence at school have been found both positively and significantly associated with child psychological trauma symptoms and self-reported violent behavior, even after controlling for the effects of various demographic factors. Serious emotional and behavioral consequences can occur for students who are merely witnesses to violence (Flannery, D. J., Wester, K. L., & Singer, M. I., 2004).

DeLaveaga Elementary School implements a "Tier," as well as a Student Study Team (SST), process in place which allows teachers to efficiently refer students that might benefit from mental health support/care. Tier meetings are team "staffing meetings" that include the school counselor, Intervention Specialist, Classroom Teacher, and school administration. Student Study Team (SST) meetings include the student's parents/guardians. Both processes are designed to develop student support plans that include accommodations and interventions so that the student can better access instruction. School staff is provided training on the referral process for students needing mental health support/care.

In the 2022-2023 school year, we have implemented full-release days for our Counselor to discuss student referrals from staff for student support of all types, including social-emotional support.

### **Procedures for Safe Ingress and Egress of Pupils, Parents, and School Employees to and from school**

In an effort to assure the safety and welfare of students, parents, and visitors to Santa Cruz City Schools, the following procedures should be followed when traveling to and from the school site:

- Daily Bus Drop-off & Pick-up at School:
- Students Walking to School:
- Students and Adults visiting the school site after hours or on weekends:

At DeLaveaga Elementary School, the majority of our students walk, ride their bikes or scooters, or are transported by car to and from school. A small number of students arrive by bus, and are met at the bus stop and walked onto campus. We have playground and cafeteria supervision prior to the start of school. At the end of the school day, the bus students are supervised and walked to the bus. Students who are picked-up by car, wait in front of the school. A supervisor is present from dismissal until 3:00 pm each day, at which time any students that have not been picked-up are brought to the office to contact a parent or guardian.

The City of Santa Cruz actively collaborates with site and district administration to improve safety measures around campus including but not limited to installing bicycle lanes, sharrows, legends, and painted curbs.

All visitors are required to check-in and sign-in at the front office. We are using a visitor ID program called, Raptor, which scans government ID for visitors to keep a digital record of visitors on our campus. All visitors are required to obtain a "Visitor" badge for identification purposes.

### **Appendix**

#### **Board Policy 5141.4 Child Abuse Prevention and Reporting**

#### **Board Policy 3516 Emergencies and Disaster Preparedness**

#### **Board Policy 5144.1 Suspension and Expulsion/Due Process**

#### **Board Policy 4158 Employee Security/Teacher Notification**

#### **Board Policy 5145.3 Nondiscrimination/Harassment**

#### **Board Policy 5132 Dress and Grooming**

**Board Policy 5144 Discipline**

**Board Policy 5131.2 Bullying Prevention**

**Board Policy 5137 Positive School Climate**

**Board Policy 1312.3 Uniform Complaint Procedure**