

December 10, 2018

School Intruder Response Procedures Frequently Asked Questions (FAQ)

Parents submitted questions and comments during Yorkville CUSD 115's Safe & Secure Schools presentations, which included an introduction of the district's new intruder response procedure (Run-Hide-Fight). The district's Emergency Management Committee reviewed the feedback, identified common themes, and developed this FAQ response sheet. Please note that the district's public safety officials requested that responses to certain questions remain generic to prevent the possibility of sharing district protocols with would be intruders.

Visitor Management/Prevention:

Q: How are schools secured during elections (polling places)?

A: The polling areas are restricted to the school gymnasiums. Gym classes are moved to another part of the building and an accordion door is placed in the hallway and monitored by district employees to restrict voters from accessing other areas of the building. For all future elections, District 115 will partner with local police to have a presence in the building.

Q: How are special events secured (concerts, athletic events, dances, etc.)?

A: During special events, the district supplies additional security, including the presence of administrators and law enforcement, to monitor the events. In addition, the academic wings are locked down to restrict access to the other areas of the building. Entry into the building is also restricted, based on the event's specific location in the school.

Q: Are all students and employees issued Yorkville 115 ID badges?

A: Each school year, all students and staff are issued an official district ID badge. Employees are required to wear the ID on the official red Yorkville CUSD 115 lanyard at all times. Students in grades 7-12 are expected to be in possession of their ID and present it when requested, but they are not required to wear it.

Q: Are individuals who monitor/attend after school programs and events trained on the district's safety procedures?

A: Employees and students are trained on the district's general safety protocols. YMCA employees who staff the organization's after school program (SAFE) are trained by the YMCA on the safety procedures. In addition, depending on the event, police officers may be present.

Q: What is the policy for a visitor to access a school building?

A: Prior to being allowed into the school, the main office personnel will request the name of the individual, and the reason for the request to enter the building. Each visitor must check in at the main office and present his/her ID. Approved visitors are given a green lanyard to wear throughout the building for the duration of their visit.

Q: When a visitor presents his/her ID to enter a school, what background checks are done?

A: The district uses a system called "Raptor" to check an individual's ID against the state's sex offender database. The sex offender database is a list of individuals who are required to register due to a conviction of a violent crime against a child.

Q: What is the policy regarding who is allowed to bring a firearm on school district property?

A: State law does not allow firearms on school grounds, except for law enforcement personnel.

Q: Is there a plan to hire resource officers for each school?

A: District 115 leadership is currently researching the possibility and feasibility of hiring retired police officers to serve as resource officers in each of the schools.

Q: How do we identify students who may be at-risk for bringing weapons to school?

A: Student Support Services personnel and administration discuss concerns about at-risk students based on actions, demeanor, and prior discipline history, on an ongoing basis. Threat/risk assessments are completed with students as significant/immediate concerns are identified. District 115 partners with the local police department to communicate concerns about students with at-risk identifiers. Additionally, the district has technology in place to monitor all electronic devices on the district's network to identify safety concerns.

Mass Notification:

Q: Will the students who are off campus due to a blended or alternate schedule be able to return to the building during an emergency?

A: In the event of an emergency, the school building will be secured and no students will be allowed to enter the school grounds/campus.

Q: Are classrooms fitted with an alarm that will notify the office or law enforcement of an emergency?

A: Each classroom has a call button that allows employees to communicate with individuals in the main office. All classrooms also have a phone that can call out of the building.

Q: Can classroom phones access the intercom to initiate a lockdown?

A: Classroom phones currently are not enabled to access the intercom. The call button is used to contact individuals in the front office.

Q: How do teachers communicate the location of an intruder in the building?

A: The district is investigating a mobile app that allows administrators and the crisis response team to send alert notifications quickly, using their cell phones.

Barricade Devices/Mean of Egress:

Q: Are aftermarket products available to further secure/lock classroom doors?

A: Yes, there are numerous aftermarket security devices. However, the Illinois fire marshal does not recommend or allow the use of these aftermarket products.

Q: What supplies/resources are provided to teachers to help them barricade the doors or escape?

A: School staff and students have been empowered to use the items in their classroom to create barricades (e.g., chairs to secure the doors, teachers' desks, students' desks, tables, flagpoles, and bungee cords). An emergency backpack with additional supplies is located in each classroom. The contents of the backpack are reviewed annually to ensure safety needs are met.

Q: What are the second floor escape plans?

A: There are evacuation plans that are in place in each school. Second floors are designed with multiple staircases for exiting. Ladders to exit the second floor through a window off the exterior of the building are not recommended by public safety officials.

Training:

Q: What training do the teachers receive on the Run-Hide-Fight protocol?

A: Teachers were introduced to Run-Hide-Fight at the beginning of the school year during an institute day. Further training was conducted in October and included a video that explained the Run-Hide-Fight protocol, the creation of specific classroom action plans by teachers, and an opportunity for employee feedback. Employees will participate in a "hide only" drill in December (along with students), followed by an employee-only intruder simulation drill in January.

Q: How can parents support the district's safety efforts?

A: Following the drills, parents will be provided with reflective questions and asked to use them to reinforce and guide safety discussions at home with their children.

Q: Can parents attend the "employee only" safety drills?

A: No. On the advice of public safety officials, the district will not allow members of the public to observe the district's intruder responses.

Q: How many and what type of safety drills are held during the school year?

A: Currently, the state mandates three (3) fire drills, one (1) law enforcement drill, one (1) bus evacuation drill, and (1) severe weather drill. District 115 officials plan to conduct additional drills to enhance student and employee safety readiness.