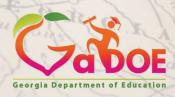


**Georgia Department of Education** 





## STATE OF GEORGIA SCHOOL SAFETY PLAN CHECKLIST

The Georgia Emergency Management and Homeland Security Agency (GEMA/HS) in partnership with the Georgia Department of Education (GaDOE) have worked collaboratively to develop the following School Safety Plan Checklist to accompany the State of Georgia Guide for School Safety Plans.

The State of Georgia School Safety Plan Checklist includes items required by law and recommended best practices with references to specific sections within the Guide. Required items have been delineated within the checklist to assist in plan development. To provide additional guidance, there are references to legal statutes and safety reference guides, along with checkboxes for items that have been completed.

## **School Name:**

## **Academic Year:**

| CHECK | ITEM   | GUIDE<br>REFERENCES | LAW             |
|-------|--|---------------------|-----------------|
|       | Purpose  | Guide Page-2        | OCGA 20-2-1185  |
|       | Your School Safety Plan  | Guide Page-6        |                 |
|       | School Safety Plan Development Team                                  | Guide Page-7        | OCGA 20-2-1185  |
|       | School Safety Plan Strategy Areas                                    | Guide Page-8        |                 |
|       | School Crisis Plan Roles, Responsibilities, and Designated Locations | Guide Page-9        |                 |
|       | Emergency Evacuation Protocol  | Guide Page-10       |                 |
|       | Students with Disabilities or an Individualized Education Program    | Guide Page-12       |                 |
|       | Emergency Kits and Devices   | Guide Page-14       | OCGA 31-11-53.1 |
|       | Family Assistance Protocol   | Guide Page-17       |                 |
|       | Accident or Illness  | Guide Page-18       |                 |
|       | Naloxone/Overdoses   | Guide Page-19       | OCGA 31-11-55.1 |
|       | Threat of Occurrence of Suicide at School                            | Guide Page-20       | OCGA 20-2-779.1 |
|       | Death at School  | Guide Page-22       |                 |
|       | Bomb Threat/Bomb   | Guide Page-23       |                 |
|       | Suspicious Package   | Guide Page-25       |                 |
|       | Shelter-in-Place   | Guide Page-26       |                 |





| CHECK | ITEM   | GUIDE<br>REFERENCES | LAW              |
|-------|--|---------------------|------------------|
|       | School Closures  | Guide Page-27       |                  |
|       | Outage/Utility Failure   | Guide Page-28       |                  |
|       | Transportation   | Guide Page-29       |                  |
|       | After Hours School Functions   | Guide Page-30       |                  |
|       | Off Campus School Functions  | Guide Page-31       |                  |
|       | Fire   | Guide Page-32       | OCGA 11-7-1      |
|       | CBRNE  | Guide Page-33       |                  |
|       | Terrorism  | Guide Page-40       |                  |
|       | Intruder/Suspicious Person   | Guide Page-42       |                  |
|       | Hostage/Barricade  | Guide Page-43       |                  |
|       | Student Disruption/Civil Disturbance   | Guide Page-44       |                  |
|       | Student Runaway/Abduction/Missing Student  | Guide Page-45       |                  |
|       | Report of a Weapon on Campus   | Guide Page-47       | OCGA 16-11-127.1 |
|       | Active Attacks   | Guide Page-49       |                  |
|       | Tornado  | Guide Page-51       |                  |
|       | Flooding   | Guide Page-54       |                  |
|       | Earthquake   | Guide Page-55       |                  |
|       | Hurricane/Tropical Storm/Depression  | Guide Page-56       |                  |
|       | Pandemic and Epidemic  | Guide Page-57       |                  |
|       | Cybersecurity and Other Computer Intrusions  | Guide Page-62       |                  |
|       | Preparedness and Response Protocols for Other Situations                             | Guide Page-64       |                  |
|       | School Safety Plan Completion Checklist (Use to double check all areas of your plan) | Guide Page-65       |                  |
|       | Local Area Homeland Security Coordinators  | Guide Page-66       | OCGA 20-2-1185   |
|       | Training and Services (Review Training Documentation)                                | Guide Page-68       | OCGA 20-2-1185   |
|       | Bomb Threat Assessment Questionnaire   | Guide Page-76       |                  |
|       | Lockdown Procedures  | Guide Page-77       |                  |



