



---

## Comprehensive School Safety Plan Policy 6-100

---

*In compliance with Education Code, this policy requires the District to maintain and annually review a comprehensive school safety plan for each school site.*

### **Scope:**

This policy applies to all school sites and district operations. In a single-school district, the requirements for the CSSP apply to that school site and are coordinated by the district.

### **1. Plan Development and Review**

- Each school site shall develop a Comprehensive School Safety Plan in collaboration with local law enforcement, first responders, site personnel, and parent and student representatives. In single-school districts, this may be led by the superintendent or principal with input from appropriate stakeholders.
- The plan shall be reviewed and updated by March 1st of each year in accordance with California Education Code § 32288.
- The Board of Trustees shall approve the CSSP for each school site at a regular public meeting.

### **2. Required Plan Components**

- The CSSP shall include procedures and strategies for:
  - Tactical response procedures, including coordination with local law enforcement for criminal incidents on or near campus
  - Mental health crisis intervention procedures, including strategies for identifying and responding to students in crisis

### **Purpose**

The District is committed to ensuring the safety and well-being of all students, staff, and visitors. This policy outlines the framework for developing and maintaining a Comprehensive School Safety Plan (CSSP) that meets state requirements and supports our small district community.



- Strategies to support student social-emotional well-being, including schoolwide practices that promote emotional safety, resilience, and respect
- Notification to teachers of student conduct violations, in accordance with Education Code § 49079. Teachers shall be informed when a student under their supervision has engaged in or is reasonably suspected to have engaged in certain violent acts or offenses, as required by law.
- Designation of staff as Disaster Service Workers, in accordance with Government Code § 3100. All public-school employees are considered disaster service workers and may be assigned emergency duties during declared emergencies.
- School climate and discipline (positive behavior supports and anti-bullying measures)
- Disaster procedures, including fire drills, lockdowns, earthquake safety, and active shooter response
- Child abuse reporting procedures
- Procedures for responding to hate violence
- Sexual harassment prevention policies
- Routine and emergency communications
- Safe ingress and egress of pupils, parents, and staff
- Suspension and expulsion procedures
- School climate and discipline (positive behavior supports and anti-bullying measures)
- Disaster procedures, including fire drills, lockdowns, and earthquake safety
- Child abuse reporting procedures
- Routine and emergency communications

### **3. Instructional Continuity (SB 153 Compliance)**

- The CSSP shall include an instructional continuity plan to address learning during emergencies or disruptions, including pandemics, natural disasters, or other prolonged closures.



- The plan should be practical and scalable to district capacity, addressing distance learning or alternate instructional methods.

#### 4. Student Privacy and Safety

- The CSSP shall include elements that are respectful of student privacy and promote a safe, supportive learning environment for all students.
- Staff will be encouraged to uphold these principles while ensuring student safety and well-being.
- The District shall **not grant access to any nonpublic area of a schoolsite** to an immigration enforcement officer without a **valid judicial warrant, subpoena, or court order**.
  - Any request or contact from immigration enforcement must be **immediately referred to the Superintendent or designee**. The Superintendent or designee shall:
    - Verify the officer's identity and legal authority.
    - Limit access to areas where students are not present, when possible.
    - Maintain a brief written record of the request or contact.
- When immigration enforcement has been **confirmed on a schoolsite**, the Superintendent or designee shall **notify staff and families as soon as practicable**. Notification shall include:
  - The time and general nature of the enforcement activity,
  - Assurance that student safety and privacy remain protected, and
  - Contact information for the District should families have concerns or need assistance.
- No employee shall share student or family information for immigration enforcement purposes except as required by law.
- Staff shall receive **annual training** on these procedures as part of the Comprehensive School Safety Plan review.

#### 5. Instructional Content Guidelines (AB 1078 Compliance)

- Safety-related curriculum or school-wide materials shall not be removed solely on the basis that they address legally protected classes or characteristics.
- All instructional decisions shall comply with applicable state laws regarding educational content and nondiscrimination.

#### 6. Coordination with Other Policies

Adopted on:  
12/11/2025

Page 3 of 5



- The CSSP shall align with the district's transportation, discipline, mental health, and wellness policies.
- The plan shall also include strategies to ensure access and safety for students with disabilities, in compliance with the Americans with Disabilities Act (42 U.S.C. § 12101 et seq.).
- All elements of the plan must be age-appropriate and consider the specific needs of the school community, and they should align with the district's transportation, discipline, mental health, and wellness policies.
- All elements of the plan must be age-appropriate and consider the specific needs of the school community.

#### **7. Posting and Access**

- A summary of the CSSP shall be posted on the district website and available at each school site office.

#### **8. Policy Review**

- This policy shall be reviewed annually and updated to reflect any changes in law or district practice.

#### **9. Public Review and Accountability**

- The District shall review and update its Comprehensive School Safety Plan by March 1st on an annual basis.
- Each July, the District shall include a report on the status of the CSSP, including a description of its key elements, in the School Accountability Report Card (SARC).
- An updated file of all safety-related plans and materials shall be readily available for inspection by the public at the district office or school site.
- Prior to adopting the CSSP, the District shall hold a public meeting at a school site to provide an opportunity for public input.
- Written notification of the public meeting shall be sent to the following, when applicable:
  - The local city office or county board of supervisors (for unincorporated areas)



- Representatives of local employee organizations
- Representatives of parent-teacher associations or parent organizations
- Representatives of teacher organizations
- Student body government representatives (for applicable grade levels)
- Any individuals who have requested notification of school safety plan meetings.

### **Legal References:**

- California Education Code § 49079 (Notification to teachers of students involved in violent incidents)
- California Government Code § 3100 (Disaster Service Worker status for public employees)
- California Education Code §§ 32280–32289
- California Education Code § 32288 (School Safety Plan review and adoption)
- California Education Code §§ 49060–49079, 49076.5 – Student Records; Immigration Enforcement Restrictions (AB 49, 2025)
- SB 98 (2025) – Notification of Immigration Enforcement Presence
- 20 U.S.C. § 1232g; 34 C.F.R. Part 99 – FERPA
- California Constitution, Article I, § 1 – Right to Privacy



---

## Transportation and Commuter Safety Policy 6-101

---

### Scope:

This policy applies to district-operated school buses, student walkers and bicyclists, parent drop-off and pick-up zones, and any transportation provided for school-sponsored events.

### Purpose

The District is committed to ensuring the safety of all students, staff, and families as they travel to and from school and school-sponsored activities.

### 1. School Bus Safety Procedures

- All school buses shall be maintained and operated in compliance with California Vehicle Code §§ 3450034520.
- Students must follow safety rules while riding buses, and annual emergency evacuation drills shall be conducted in accordance with Education Code § 39831.3.
- All bus drivers must meet licensing and training requirements as defined in Vehicle Code § 12517 and Education Code § 39860.

### 2. Pick-Up and Drop-Off Safety

- Each school site shall maintain a clear traffic flow plan to ensure safe ingress and egress for students, parents, and staff.
- Designated areas for pick-up and drop-off shall be clearly marked and supervised during high-traffic times.

### 3. Pedestrian and Bicycle Safety

- The District shall promote safe walking and biking through age-appropriate education and reinforcement of pedestrian and bicycle safety laws.
- Students under the age of 18 riding bicycles must wear helmets as required by Vehicle Code § 21212.

### 4. Safe Routes to School

Adopted on:  
12/11/2025

Page 1 of 2



- The District encourages collaboration with local government, law enforcement, and transportation agencies to identify and maintain safe routes to school.
- Opportunities to pursue grants or support for infrastructure improvements that enhance student commuter safety will be evaluated when feasible.

## **5. Emergency Transportation Planning**

- The District shall integrate transportation protocols into emergency response and disaster preparedness planning, including coordination for evacuation procedures when necessary.

## **6. Communication with Families**

- The District shall communicate transportation expectations and procedures to families at the beginning of each school year and whenever significant changes occur.
- Safety reminders and updates shall be shared regularly through school newsletters,
- Websites, or other appropriate channels.

## **Legal References:**

- California Education Code § 39831.3 (School bus emergency procedures)
- California Education Code § 39860 (School bus driver qualifications)
- California Vehicle Code §§ 34500–34520 (School bus operations and inspections)
- California Vehicle Code § 12517 (Driver licensing and training)
- California Vehicle Code § 21212 (Bicycle helmet requirement)



---

## Immigration Enforcement on Campus And Notification Procedures Policy 6-102

---

### Scope

This policy applies to all district employees, volunteers, and contractors at any district school-site, including school-sponsored events and transportation.

### Access to School Property and Student Records

1. The District shall not grant access to any nonpublic area of a school site to immigration enforcement officers without a valid judicial warrant, subpoena, or court order.
2. Any request for information, records, or access to a student by law enforcement or immigration authorities must be immediately referred to the Superintendent or Custodian of Records.
3. The Superintendent or designee shall:
  - Verify the officer’s identity and legal authority.
  - Limit access to areas where students are not present whenever possible.
  - Maintain a brief written log of the request or encounter, including the officer’s name, agency, date, and the District’s response.
4. No student information or records shall be released without proper legal authorization and approval by the Superintendent or Custodian of Records.

### Purpose

The purpose of this policy is to ensure compliance with AB 49 and SB 98 (2025) by clearly defining how the District responds when immigration enforcement activity is requested or occurs on a school site, while maintaining student privacy, safety, and the integrity of the learning environment.

### Notification Procedures (SB 98 Compliance)

1. When immigration enforcement activity has been confirmed on a school site, the Superintendent or designee shall:
  - Notify staff and families as soon as practicable.
  - Provide basic information on the time and general nature of the activity.
  - Offer contact information for district staff who can respond to family concerns or provide support.



2. Notification shall be made in a manner that:
  - Does not interfere with the enforcement activity.
  - Respects student and family privacy rights
3. If an incident involves potential disruption to school operations, the Superintendent may coordinate with local law enforcement and county agencies for safety and communication support.

### **Staff Training and Awareness**

1. All staff shall receive annual training on this policy and on related procedures in the Comprehensive School Safety Plan and Student Records Policy.
2. Training shall include how to respond to law enforcement requests, how to verify proper authorization, and how to maintain confidentiality.

### **Coordination with Other Policies**

This policy operates in coordination with:

- Policy 2-202 (Student Records)
- Policy 6-100 (Comprehensive School Safety Plan)

### **Policy Review**

This policy shall be reviewed annually and updated as necessary to remain consistent with federal and state law.

### **Legal References**

#### **Federal:**

- 20 U.S.C. § 1232g – Family Educational Rights and Privacy Act (FERPA)
- 34 C.F.R. Part 99 – FERPA Regulations
- 8 U.S.C. § 1373 – Restrictions on Information Sharing with Federal Immigration Authorities
- U.S. Const. Amend. XIV – Due Process and Equal Protection

#### **State:**

- California Const., Article I, § 1 – Right to Privacy
- Education Code §§ 49060–49079 – Pupil Records; Access and Privacy
- Education Code § 49076.5 – Immigration Enforcement Access Restrictions (AB 49, 2025)
- Education Code §§ 32280–32289 – Comprehensive School Safety Plans
- SB 98 (2025) – Notification of Immigration Enforcement Presence
- Title 5, California Code of Regulations § 430 – Pupil Records



---

## Disruption of the Classroom Environment Policy 6-200

---

### Minimizing Classroom Interruptions

The District recognizes that classroom interruptions can significantly impact instructional time, reducing opportunities for students to engage in rigorous academic learning. To preserve the integrity of instructional time and support student success, the District commits to the following:

#### Purpose

To prioritize the student instructional time and minimize the interruptions of the learning environment.

(Ed. Code, § 32212.)

#### 1. Master Scheduling

- The District shall develop and implement master schedules designed to minimize interruptions. These schedules will prioritize extended periods for focused instruction, allowing students to engage in rigorous, academically challenging tasks and demonstrate their proficiency.

#### 2. Reducing External Disruptions

- The District will actively work to reduce unscheduled interruptions to classrooms, including but not limited to:
  - Unscheduled visits by staff, students, or parents
  - Non-emergency announcements or telephone calls
  - External noises that can disrupt the learning environment.
  - Non-critical student callouts during instructional time
  - Unnecessary or poorly timed fire drills and similar events

#### 3. Additional Measures

- To further support uninterrupted instructional time, the District may consider adopting additional steps, such as restricting visitor access to classrooms during instructional periods or implementing protocols for managing necessary interruptions in a structured manner.

Legal Reference:

- Education Code, § 32212.