## School Safety Training and Awareness Calendar

### AUGUST
- **Conduct First Fire Drill Within the First 10 Days of the Start of School**
- **Conduct Active Shooter Drill Within the First 90 Days of the Start of School**
- **Certify That All Plans for Each School Have Been Reviewed and Revised**

### SEPTEMBER
- **Fall Advanced Training (September 30 - October 1)**
- **Promote Your Anonymous Reporting System**
- **Highlight a School Safety Topic During Your Staff Meetings (e.g., Video Tabletop)**

### OCTOBER
- **Provide Bullying Prevention Training for Students and Staff by October 15th**
- **Statewide Fire Drill, Fire Prevention Week October 6-12**
- **Great Shakeout, Statewide Earthquake Drill (October 17)**

### NOVEMBER
- **ISSSA Basic Training Group 20 (11-12)**
- **Maintaining School Safety During Elections**
- **Winter Weather Preparedness Week November 10-16**

### DECEMBER
- **Provide Age Appropriate, Research Based Instruction on Child Abuse and Child Sexual Abuse to Students in Grades K-12 by December 15th**
- **All School Employees Who Will Have Direct Contact with Students Must Participate in Child Abuse and Neglect Training Once Every 2 Years**

### JANUARY
- **Conduct a County Wide School Safety Commission Meeting**
- **Provide Safety Training Session to Your School Bus Drivers/Food Service/Maintenance/Front Office Staff**

### FEBRUARY
- **Final Day of Basic Training Group 20 (February 17)**
- **Drill Substitution Option, Schools May Substitute a Manmade Occurrence or Severe Weather Drill in Place of a Monthly Fire Drill with a Couple of Exceptions**

### MARCH
- **Severe Weather Preparedness Week (March 15-21) Statewide Tornado Drill (March 17)**

### APRIL
- **Review Bomb Threat Training and Your Bomb Threat Protocols**
- **More Bomb Threats Are Reported in April, September, & October Than Other Months**
- **Invite First Responders to Conduct Walkthroughs of Your School Buildings**

### MAY
- **Spring Advanced Training**
- **Tips for Schools That Are Polling Locations for Elections**

### JUNE
- **End of Year Reports Due:**
  - Criminal Organizational Activity (June 1)
  - Collect Staff Safety Plans Review and Update Your Plans As Needed

### JULY
- **End of Year Reports Due:**
  - Arrest Data Due July 1
  - Bullying Data Reports July 1
  - Distribute and Train Staff on Your Updated Building Safety Plan

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1 *These items can be found on our moodle community under the Password Protected Resources; you will need to create an account and login to view these items. If you need assistance please contact us: rstewart@doe.in.gov*