School Safety Training and Awareness Calendar

**JULY/AUGUST**
- **CONDUCT FIRST FIRE DRILL WITHIN THE FIRST 10 DAYS OF THE START OF SCHOOL**
- **CERTIFY THAT ALL PLANS FOR EACH SCHOOL HAVE BEEN REVIEWED AND REVISED**

**NOVEMBER**
- **ISSSA BASIC TRAINING GROUP 20 (4TH & 5TH)**
- **MAINTAINING SCHOOL SAFETY DURING ELECTIONS**

**FEBRUARY**
- **FINAL DAY OF BASIC TRAINING GROUP 20**
- **DRILL SUBSTITUTION OPTION, SCHOOLS CAN SUBSTITUTE A MANMADE OCCURRENCE OR SEVERE WEATHER DRILL IN PLACE OF A MONTHLY FIRE DRILL WITH A COUPLE OF EXCEPTIONS**

**MAY**
- **SPRING ADVANCED TRAINING**
- **TIPS FOR SCHOOLS THAT ARE POLLING LOCATIONS FOR ELECTIONS**

**JUNE**
- **END OF YEAR REPORTS DUE:**
  - CRIMINAL ORGANIZATIONAL ACTIVITY (JUNE 1ST)
  - COLLECT STAFF SAFETY PLANS REVIEW AND UPDATE YOUR PLANS AS NEEDED

**JULY**
- **END OF YEAR REPORTS DUE:**
  - ARREST DATA DUE JULY 1ST
  - BULLYING DATA REPORTS JULY 1ST
  - DISTRIBUTE AND TRAIN STAFF ON YOUR UPDATED BUILDING SAFETY PLAN

**SEPTEMBER**
- **FALL ADVANCED TRAINING (10TH & 11TH)**
- **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**
- **GREAT SHAKEOUT, STATEWIDE EARTHQUAKE DRILL**

**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**

**MARCH**
- **SEVERE WEATHER PREPAREDNESS WEEK**
- **STATEWIDE TORNADO DRILL**
- **APPLY/PROVIDE NOTICE OF INTENT TO THE DEPARTMENT OF HOMELAND SECURITY FOR THE SECURED SCHOOL SAFETY GRANT**

**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**

**JANUARY**
- **CONDUCT A COUNTY WIDE SCHOOL SAFETY COMMISSION MEETING**
- **PROVIDE SAFETY TRAINING SESSION TO YOUR SCHOOL BUS DRIVERS/ FOOD SERVICE/ MAINTENANCE/ FRONT OFFICE STAFF**

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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*