

The following procedures are designed to ensure the safety and security of the students and employees of the Mt. Sinai School District as well as visitors to our school buildings.

1. All district employees are issued photo-identification cards that must be worn prominently while on district grounds.
2. All high school students are issued photo-identification cards that must be presented on demand and at various times during the school day.
3. There are procedures in place at each campus to limit access to the campus and to the school buildings.
4. Procedures are established district-wide and at each school building to ensure student safety during field trips, athletic events, or other activities away from the school campuses.
5. The Mt. Sinai School District employs security on a daily basis and utilizes security vehicles, surveillance cameras, two-way radio communications system, cellular phones, and other security devices to ensure school building and district security.
6. Annually staff will be given training on prevention and intervention techniques of violent behavior.
7. Each school building is to develop a system for providing a means of sharing information between students and staff on potentially violent behavior. It is our goal to provide students with a neutral environment for them to speak with staff about potentially violent situations.
8. All school monitors and school safety personnel will receive training on intervention and prevention techniques and strategies for communicating with students and visitors. Candidates must meet all New York State and district requirements for employment including fingerprinting.
9. The District maintains an updated Emergency Priority Communication system for contacting all school and program administrators and service providers with respect to an emergency within the district. Each site maintains a current emergency telephone chain with procedures for contacting staff employed at each school or site in the event of an emergency.
10. The District has arrangements with the local emergency responders and fire departments to provide emergency assistance as needed. The specific guideline for making contact to such agencies is outlined within each of the Building-Level Emergency Response plans per the protocol outlined in the Emergency Response Guidelines.
11. Guidelines for contacting local law enforcement agencies in the event of a violent or criminal incident are clearly established with the District's Code of Conduct and other District policies and procedures.
12. A current telephone directory of County and State offices for emergency response help is maintained, checked and annually updated.
13. The Suffolk County Police Department has been involved in our emergency planning process.
14. The District maintains a close relationship with the COPE (Community Oriented Police Enforcement) Unit of the Suffolk County Police Department that provides

- on-going communication regarding school and community issues with the potential for violence and with a focus on proactive prevention strategies.
15. Each building has provided emergency responders with a detailed floor plan with all utility cutoffs clearly labeled.
 16. Each building has developed in writing and schematic form the evacuation procedures to empty the building and has shared such documents with local emergency responders.
 17. The District has also developed a basic street map of all building entrances and exits, parking areas, and bus drop-off/pick-up locations for each facility and the approximate relationships between the buildings.
 18. The Office of the Superintendent of Schools maintains regular contact with chief school officers of surrounding school districts and Eastern Suffolk BOCES in the event of an emergency that may require outside assistance or that may impact surrounding communities.
 19. Each school within the district maintains emergency contact cards on all of the students and emergency contact information on all employees working in the district.
 20. School Messenger digital communication system is available within or outside the district.
 21. The Mt Sinai School District has increased its number of mental health staff.
 22. All staff will received Active Shooter and Stop the Bleed training during the summer of 2018.
 23. Purchase of additional "Stop the Bleed" kits to be placed throughout district's three buildings.
 24. Entrances to campus locked or manned throughout the school day.
 25. By the end of October all district perimeter fencing will be upgraded, accompanied by perimeter security cameras.