



SAFE AND SOUND STUDENT CLUB

Program Kit



Safe and Sound Students
safeandsoundschools.org/students

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WELCOME TO THE SAFE AND SOUND STUDENT CLUB

You are leaders. You care about your school. You have the passion and desire to take action. Put this positive energy toward a good cause. **Create your own club and safety service projects.** As you may know from the news, your timing couldn't be better:

51% OF STUDENTS FEEL THEIR SCHOOL HAS A FALSE SENSE OF SECURITY.

State of School Safety Report 2019

27% OF STUDENTS FEEL THEIR FEEDBACK ON SCHOOL SAFETY IS TAKEN SERIOUSLY.

State of School Safety Report 2019

41% OF STUDENTS KNOW HOW TO REUNITE WITH PEOPLE AFTER A SCHOOL SAFETY INCIDENT.

State of School Safety Report 2019

15% OF STUDENTS FEEL THEIR SCHOOL TEACHES COPING MECHANISMS FOR DEALING WITH TRAUMA.

State of School Safety Report 2019

We applaud your commitment to making your school community a safe and inclusive place for all. It only takes a few simple steps, and you can be on your way.



DID YOU KNOW?

Every school year, you spend approximately **180 days on campus**. It is the hub of your academics, social life, activities, sports, and clubs. It's really a home away from home.

WHAT'S THE SAFE AND SOUND STUDENT CLUB?

The Safe and Sound Student Club will help:



DISCUSSION

Initiate and sustain discussion.



AWARENESS

Foster awareness about the roles students can play in creating safer schools.



SERVICE PROJECTS

Design and complete service and awareness projects to improve their schools' safety preparedness.



PARTNERSHIPS

Build partnerships with teachers, parents, and community leaders.



PEER ROLE MODELS

Serve as peer role models by emphasizing the importance of a safe environment for learning and growth.

LAUNCHING YOUR CLUB AND GETTING STARTED

PLANNING YOUR FIRST MEETING

At your first meeting, you want to help members understand: the mission of your group, the expectations of members and your club, and plans for the year.

Supplies needed: calendar and meeting agenda

Planning Tip: Schedule about eight meetings per year. Decide how you want to lay them out.

CHOOSING YOUR SERVICE PROJECT

1. Have all club members review the **Menu of Service Project Ideas** (p. 4) included in this kit before your second meeting.
2. During the meeting, discuss and decide upon one service project for the school year.

Planning Tips:

- To keep your club focused, try to agree on your Service Project no later than your second meeting. Use meetings 3-8 to develop and implement your work plan.

TIPS

- Gather a few classmates to start your club
- Follow your school's rules for forming a club
- Email info@safeandsoundschools.org to let us know you are starting your club and get some swag.





MENU OF SERVICE PROJECT IDEAS

CLEAN IT UP!

According to the principles of Crime Prevention Through Environmental Design (CPTED), simple things like landscaping, property maintenance, lighting, and way-finding signs can make a huge difference in community safety. A clean, well-maintained property conveys to visitors that your community is invested in the ownership and care of your campus. Thoughtfully trimmed shrubs and trees provide clear lines of sight for students and staff to quickly notice when something—or someone—is out of place. Way-finding signs inside and outside the building help visitors get to their destinations and prevent wandering/trespassing on school grounds and off-limits areas.

Action Plan: Reach out to your school’s facility manager or custodial staff to see how you can help Clean It Up to increase campus safety!

KNOW YOUR EXITS AND ENTRANCES

Across the country, state officials and emergency responders are requiring building blueprints be stored with emergency preparedness protocols so they are easily accessible to first responders. Labeled exit and entry points (inside and outside the building) must match those blueprints. The labeling of all exterior building exits helps first responders quickly get to people who need help.

Action Plan: With permission from your principal and school district, coordinate the production and delivery of weatherproof number/letter signs for all school exit/entry doors. You may need to fundraise or seek donated services from a local printer. If your building already has these numbers, make sure other schools in your district have them.

FEATURED PROJECT

An Eagle Scout in Ohio tackled this project. He coordinated scouts and volunteers to have number signs printed by a local company, and then the team canvassed the district to install them. At no cost to the school district, this project took only a week of work. The signs help first responders as they practice and respond to school-based emergencies.



PACK IT UP

A common backpack can become an effective tool in an emergency. You'll find variations of this idea in schools across the country, with features that are unique and essential to each school. What will go in your packs? Ideas include a charged cell phone or two-way radio; teacher's car keys (dropped in the pack each morning); flashlight; batteries; emergency procedures handbook; first-aid kit; school directory; student emergency info; personal-care items; and markers and paper. See our website for more ideas.

Action Plan: Assemble Teacher Emergency Bags for every classrooms in your school. This may require fundraising for purchases and/or request of donated items (backpacks and/or the contents). It will likely require several work sessions to organize, assemble, and deliver them. This is a project that must be revisited annually to ensure the bags are stocked and in working order. Check out our Audit toolkit, "Teacher's Emergency Bag."

TEACHER'S EMERGENCY BAG

- 1. Duffle Bag or Backpack
- 2. Charged Cell Phone
- 3. Teacher's Car Keys
- 4. Charged Walkie Talkies
- 5. Batteries
- 6. First Aid Kit
- 7. Non-latex/Allergy Free Gloves
- 8. Red 'HELP' / Green 'ALL GOOD'
- 9. Emergency Procedures Handbook
- 10. School Directory
- 11. Student Emergency Information
- 12. Extra Paper, Pen, Permanent Marker
- 13. Soap and Hand Sanitizer
- 14. CPR/Fast Response Chart with ABC's
- 15. Books and Games to Quietly Occupy Time
- 16. Feminine Products
- 17. Flashlight
- 18. _____

OPEN THE LINES

Anonymous Tip Programs can empower stakeholders and help school communities encourage information-sharing about potential dangers/threats.

Action Plan: Research if your state or community has a Tip Program. If there is one in place, find out how you can help students learn about it and conduct an education/awareness campaign. If there is no Tip Program, research existing programs and advocate within your district, community, and/or state for one to be implemented. This may involve a letter-writing campaign and/or attending meetings. There are many user friendly programs, for example the nonprofits Safe2Tell (in Colorado) and OK2Say (in Michigan) are good models. Safe Oregon (in Oregon) is also another good model.

Planning Tip: There are legal aspects to consider when looking for a Tip Program. (Some states do not provide anonymity protection for tipsters, and this can be a deterrent for users).

SURVEY SAYS

To make a meaningful impact on safety at your school, it's important to identify and understand the concerns and issues of your school community. A survey is a great way to hear from many people at your school – and with so many online and digital survey tools available, it may be the easiest!

Action Plan: Develop a survey to assess safety concerns and needs in your community. Focus on a specific group or several stakeholders (e.g. students, parents, educators, emergency responders). Analyze the results to develop a list of priorities and possible projects that you can then present to your school administration.

Planning Tip: Be sure to actively involve your Faculty Advisor and obtain approval from your school administration before creating or distributing any survey.

BE AMBASSADORS

To remember and use what has been taught, many students need to hear safety information in a variety of ways. Young students enjoy the leadership and mentoring of older (i.e. “cooler”) students. To see teenagers talk about community safety is very powerful and reassuring. It also gives teens the opportunity to be leaders.

Action Plan: Develop a Safety Ambassador Program where high schoolers travel to the elementary and middle schools to discuss safety education and help during drills.

FEATURED PROJECT

A participating Safe and Sound School district in Massachusetts assigned teams of high school students to each elementary school to organize safety patrols for arrival, dismissal & recess times, and to help plan and lead educational activities & assemblies for these young students. The same district sent high school students to the middle school to present on current safety issues such as social media safety and bully behavior.



CUES FOR KIDS

School safety plans should account for developmental abilities, learning differences, and special needs. You can take the lead by creating strategies that include and address the unique needs of students who might need more support to understand and comply with the required safety procedures.

To ensure that all teachers of special needs students have communication tools to support safety, some schools have created small, laminated Cue Cards that provide prompts to assist students who respond better to visual reminders. Teachers wear the cards on their identification lanyards as a quick tool to help students remember protocols during drills or actual emergencies.

Action Plan: With staff direction and supervision, identify what unique student needs exist in your school or elsewhere within your district. Club members can then develop the graphics, laminate, trim, and distribute the cards.

FUNDRAISE FOR SAFETY

The adults who run your schools have to make difficult choices about what their budgets can cover. Your Safe and Sound Student Club can make a meaningful contribution by raising money to pay for a specific safety resource or improvement.

Action Plan: Plan to raise funds for initiatives, projects, or facilities improvements in your school community or a neighboring school system in need. Consult your district safety team to learn where funding is most needed. Reach out to school administrators to find out what kind of fundraising activities are allowed (such as car washes, bake sales, 5K races, and online fundraising).

FEATURED PROJECT

A school in Washington held a “Change Drive,” collecting spare change from students, staff, and community members to fund a school-wide Safety Fair. Invite your school community to create change jars and collect spare change. Then gather to count it up and turn it in to support a specific school safety purchase for your school community. Watch how quickly small change can lead to big change for your school community.



THERE'S AN APP FOR THAT?

Using technology to support school safety can be a fun way to get everyone engaged and on the same page! Today, most students, staff, and parents, carry a cell phone at all times, and there are apps for safety topics ranging from CPR guidance to emergency notification and communication.

Action Plan: Develop an app or research and recommend an existing app to support your school's established school safety protocols or enhance emergency notification and communication.

Planning Tip: Work closely with your Faculty Advisor and local emergency personnel to make informed decisions about the safe use of technology.

BE OUR GUEST

It's easier for people to follow safety plans when they have hands-on experience to refer back to. Talking about safety alerts with all school community members gives everyone a sense of empowerment and preparation in the event of an emergency.

Action Plan: Organize and host a Safety Day, School Safety Social, or Campus Safety Fair. Invite community leaders and safety professionals (such as school resource officers, school nurses, counselors, EMTs, police officers, and firefighters) to speak about safety topics like CPR, first aid, bullying prevention, cyber-safety, security, fire safety, and their careers as professionals in these areas.

FEATURED PROJECT

The students of Moore High School planned and hosted a Safety Awareness Day at their school for students and staff, inviting local speakers and experts for presentations, demos, and classes that addressed the specific safety issues of their school community. Safe and Sound Schools was honored to be a part of planning and participating in this day!



LISTEN AND LEARN

Sometimes safety isn't discussed enough because teachers and administrators have so many academic responsibilities. A meeting or series of forums with interested students can help your school community identify what is going well, what needs improvement, and how students can help.

Action Plan: Talk to resource officers, administrators, and teachers to learn how you can support their efforts and needs. A group of capable high school students can often do the legwork and provide the volunteer hours needed to create a forum for safety information to be thoughtfully discussed by all stakeholders.

POST IT!

We're talking about the old-school posting – on your walls! Catchphrases help remind students and staff about your school's safety protocols, promote resources, and reinforce messages that support safety.

Action Plan: Create posters with eye-catching graphics and phrases.

Some ideas:

- “Speak Up for Safety!” with directions for reporting a safety concern in your school.
- “Stomp Out Bullying” with information about your school's policy about bullying.
- “Know Your Options” offering a list of established emergency choices such as our “Stay Safe Choices” tool in our ACT toolkit.
- “Prepared, Not Scared,” a tool for teaching basic emergency protocols (that's also in the ACT toolkit).

FEATURED PROJECT

A participating Safe and Sound School community in New Jersey has enlarged and posted out toolkit tools “Stay Safe Choices” and “Prepared, Not Scared” to remind students and staff of important emergency actions. Students were taught using these tools and then helped to create and display posters around their school buildings.



END-OF-THE-YEAR WRAP-UP



With a year's work behind you, it's time to wrap up and start looking ahead! Before you head off to summer jobs and adventures, be sure to gather your chapter to close out the year.



Email info@safeandsoundschools.org and tell us your story. We are always looking for projects to share with our community.



Post photos and videos of your service project on social media. Use #safeandsoundschools, #safeandsoundstudents, and #schoolsafety to help spread the word.



Keep in touch over the summer with your friends to start planning for the new school year.