

# Disruptions

Respond to a disruption according to its level of intensity. Generally, there are three levels.

## Level 1

A Level 1 disruption is one that is confined to one area and poses no threat to students or staff.

- You are better off dealing with this one yourself. Avoid the implications that may arise with the massive use of outside resources.
- Inform the Principal after dealing with the incident.
- The overall policy in these situations should be containment and removal, with minimum interruption of educational processes.

## Level 2

A Level 2 disruption occurs when disruption forces are mobile and/or pose a direct threat to members of the school community.

- Request police assistance to control and remove.
- If necessary, bring in selected community representatives to assist in the stabilization effort.
- Finally, activate your school's Community Advisory Council if one exists.
- Above all, keep the regular schedule going.

## Level 3

A Level 3 disruption occurs when educational processes have ended for most students and there are serious threats to students and staff. In short, the situation is out of control.

- Immediately request police assistance. Generally, the school should be closed.

## Prevention/Preparation

### Identify potential problem sites.

**Internal:** exits, restrooms, gyms, cafeterias, shops, boiler rooms.

**External:** parking areas, adjacent property, athletic grounds.

List available resource people who could quickly respond to the above sites.

These include school security, staff, student leadership community, and police.

Specify tasks for each resource person and develop a communication network.

- Clearly define chain of command for both school and police officials.
- Initiate a program of presenting critical information to school and police officials.

Other considerations

- Provide separate and joint in-service training to police and school personnel on skills and techniques for dealing with school disruption.
- Give school staff clear operational instructions.
- Establish a signal system for announcing an emergency and its termination.
- Have an emergency list of telephone numbers available.
- Establish a central command post.
- Develop a way of assisting injured people.
- Develop a method for isolating and removing disruptive students from school premises.
- Develop ways of communicating quickly with parents and community groups.
- Establish a written reporting process to be used in disruptive situations.
- Develop a coordinated press relations policy in cooperation with police.
- Advise police of any specific problem for the school created by the police plan.

Review, update, and reissue school security plan

Develop a procedure requiring annual review and updating of all the foregoing. Reissue revised plan to all involved personnel.

## Requesting police

### Who calls the police?

- Discuss with staff the conditions for calling the police.
- Provide a “call back” number so the police can verify the call as legitimate.

### Who will be in charge?

The Principal or his authorized designee remains in charge of school premises and personnel.

The police will have primary responsibility for the enforcement of the law and will insist on making the final decision on all matters involving their sworn obligations. (School officials retain a responsibility to support the police as appropriate.)