

**The 2022 Virginia Division Safety Survey**

**Worksheet and Guidance Document**

**This document is designed to assist in compiling the necessary data for the annual Division Safety Survey. Although this worksheet/guidance document is not mandatory, it will facilitate the collection of your division’s data between now and the survey administration period (May–August). Completion of this document should allow the user to complete the online survey quickly and accurately.**

**In the event that the individual(s) completing this document will no longer be employed by the division May–August, please ensure that this document, and the collected data, are passed to appropriate personnel in order to accurately complete the survey and submit it on time.**

**This document contains all questions you may encounter on the actual survey; however, some formatting has been adjusted to enable the worksheet/guidance document layout.**

**DIRECTIONS: In some blocks, a written answer is needed, sometimes as simple as “yes,” “no,” or a number; in others, you can circle or highlight the answer. Gray bars will indicate branching based on your answers. *If a question does not apply to your division, you will not see it on the survey.***

Submission of this survey partially fulfills the Virginia School Safety Audit requirement.*(Code of Virginia* [*§ 22.1-279.8*](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/)*)*

While answering the following survey questions, please base your responses on the conditions in your division during the **2021–2022 school year**, unless otherwise instructed. You are required to provide a response to each survey question in order to complete the survey. Throughout the survey, there are questions that reference *Code of Virginia* requirements. Click on the citation to review the relevant *Code of Virginia* language before responding to the related survey question.

If you have any questions or experience technical problems with the survey, please contact the Virginia Department of Criminal Justice Services (DCJS) Virginia Center for School and Campus Safety (VCSCS):

Nikki Wilcox: 804-786-3923 • nikki.wilcox@dcjs.virginia.gov  
James Christian: 804-357-0967 • [james.christian@dcjs.virginia.gov](mailto:james.christian@dcjs.virginia.gov)

**I. DIVISION IDENTIFICATION AND DEMOGRAPHIC INFORMATION**

|  |  |  |
| --- | --- | --- |
| 1. What is the name of your school division? | | *A dropdown list will be provided.* |
| 2. If we have any questions about your survey responses, we would like to be able to contact you. Please provide your contact information: | | |
| First Name |  | |
| Last Name |  | |
| Email |  | |
| Phone Number |  | |
| 3. What is your primary role in the division? | | *A dropdown list will be provided.* |
| If you are **NOT** the current/acting superintendent | | |
| 3a. Please provide the name and contact information for your current/acting superintendent. | | |
| First Name |  | |
| Last Name |  | |
| Email |  | |
| Phone Number |  | |

**II. SAFETY-RELATED PERSONNEL AND PARTNERSHIPS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| [§ 22.1-279.8](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/). Paragraph D requires that each school division designate an emergency manager.  D. Each school board shall ensure that every school that it supervises shall develop a written school crisis, emergency management, and medical emergency response plan, consistent with the definition provided in this section, and shall include the chief law-enforcement officer, the fire chief, the chief of the emergency medical services agency, the executive director of the relevant regional emergency medical services council, and the emergency management official of the locality, or their designees, in the development of such plans. **Each school division shall designate an emergency manager**… | | | | | | |
| If the individual completing the survey is **NOT** the Emergency Manager | | | | | | |
| 4. Please provide the name and contact information for the person designated as the division’s Emergency Manager. | | | | | | |
| First Name |  | | | | | |
| Last Name |  | | | | | |
| Email |  | | | | | |
| Phone Number |  | | | | | |
| **ALL** | | | | | | |
| 5. What role(s) does the Emergency Manager play in the overall safety of the school division? | | *select all that apply*   * Leads division and school safety activities * Responsible for ensuring completion of School Safety Audit components * Serves as a liaison between the school division and first responders in an emergency * Serves as a liaison between the school division and the law enforcement agency providing school resource officers (SROs) * Serves as the Director of School Safety/Security (or some similar title) * Supervises school security officers (SSOs) * Other | | | | |
| 6. Was the position of Emergency Manager hired to serve specifically in this role, or was this responsibility assumed in addition to another role? | | *select one*   * The Emergency Manager position was their only responsibility * The Emergency Manager responsibilities were in addition to their other role(s) *(not including Director of School Safety/Security)* * The responsibilities of the Emergency Manager were split among multiple individuals | | | | |
| If the Emergency Manager was **NOT** also the Director of School Safety | | | | | | |
| 6a. Was there a Director of School Safety or Director of School Security (or person of similar title whose responsibility was the oversight of school safety-related activities) employed within the school division? | | | | | | * Yes * No |
| If there **WAS** a Director of School Safety | | | | | | |
| 6b. Please provide the name and contact information for the person designated as the school division’s Director of School Safety/Security or similar designation. | | | | | | |
| First Name |  | | | | | |
| Last Name |  | | | | | |
| Email |  | | | | | |
| Phone Number |  | | | | | |
| 6c. What functions was the Director of School Safety/Security responsible for? | | *select all that apply*   * Leading division and school safety activities * Ensuring completion of School Safety Audit components * Serving as a liaison between the school division and first responders in an emergency * Serving as a liaison between the school division and law enforcement providing SROs * Supervising school security officers (SSO) * Other | | | | |
| *School Resource Officers and Certified School Security Officers*  **School Resource Officer (SRO)** is defined in [*§ 9.1-101, Code of Virginia*](https://law.lis.virginia.gov/vacode/title9.1/chapter1/section9.1-101/), as “*…a certified law enforcement officer hired by the local law enforcement agency to provide law enforcement and security services to Virginia public elementary and secondary schools.”*  **School Security Officer (SSO)**is defined in [*§ 9.1-101, Code of Virginia*](https://law.lis.virginia.gov/vacode/title9.1/chapter1/section9.1-101/), as “..*. an individual who is employed by the local school board or a private or religious school for the singular purpose of maintaining order and discipline, preventing crime, investigating violations of the policies of the school board or the private or religious school, and detaining students violating the law or the policies of the school board or the private or religious school on school property, school buses, or at school-sponsored events and who is responsible solely for ensuring the safety, security, and welfare of all students, faculty, staff, and visitors in the assigned school.* | | | | | | |
| 7. Which type(s) of security personnel worked in your division during the 2021–2022 school year? | | | | *select all that apply*   * School resource officers (SROs) * Certified school security officers (SSOs) * Contracted private security officers (not SSOs) * None of the above | | |
| If you **HAD School Resource Officers (SROs)** in your division | | | | | | |
| *[§ 22.1-280.2:3](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-280.2:3/)*. *School boards; local law-enforcement agencies; memorandums of understanding.* *The school board in each school division in which the local law-enforcement agency employs school resource officers, as defined in* [*§ 9.1-101*](https://law.lis.virginia.gov/vacode/9.1-101/)*, shall enter into a memorandum of understanding with such local law-enforcement agency that sets forth the powers and duties of such school resource officers. The provisions of such memorandum of understanding shall be based on the model memorandum of understanding developed by the Virginia Center for School and Campus Safety pursuant to subdivision A 12 of* [*§ 9.1-184*](https://law.lis.virginia.gov/vacode/9.1-184/)*, which may be modified by the parties in accordance with their particular needs. Each such school board and local law-enforcement agency shall review and amend or affirm such memorandum at least once every two years or at any time upon the request of either party. Each school board shall ensure the current division memorandum of understanding is conspicuously published on the division website and provide notice and opportunity for public input during each memorandum of understanding review period.* | | | | | | |
| 7a. When updating the MOU with law enforcement, from which entities or resources do you gather input? | | | | *select all that apply*   * *Code of Virginia*/DCJS Model MOU * Other community partners * Other division personnel * Other law enforcement personnel * Parents * School administration * School board * School resource officers * Students * Other *(describe)* \_\_\_ | | |
| 7b. What method did you use to provide the administrators/staff of all your division’s schools with information on the MOU with local law enforcement? | | | | *select all that apply*   * Announced and posted on division website * Available upon request * Paper copy provided * Presented for review at school board meeting * Reviewed during meetings/trainings * Shared via email * Updates shared as needed * Did not actively share | | |
| 7c. How can DCJS help strengthen your school-law enforcement partnership or assist with your MOU process? | | | | |  | |
| 7d. Do school division personnel provide consultation and/or input into SRO assignments to individual schools? | | | | | * Yes * No   *If Yes, please provide a short summary of what this process looks like.* | |
| 7e. Were school administrators provided with information on the roles and responsibilities of SROs? | | | | | * Yes * No   *If Yes, by what method? (select all that apply)*   * Email * Handout or policy * In-person training * Meeting discussion * MOU * Other *(describe)* \_\_\_ | |
| 7f. How were school resource officers (SROs) funded in your division? | | | *select one*   * Solely by a law enforcement agency (LEA) * Solely by the locality (county, city, or town) * Solely by the school division * Through grant funds from DCJS (SRO/SSO Incentive Grant Program) * From a combination of funding sources (school division, LEA funds, and/or DCJS grant funds) | | | |
| **ALL** | | | | | | |
| 8. Did your division apply for SRO/SSO grant funds last year? | | | | | * Yes * No | |

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| --- | --- | --- | --- |
| If your division did **NOT** apply for SRO/SSO grant funds | | | |
| 8a. Why did your division not apply for SRO/SSO funds last year? | | *select all that apply*   * All positions currently funded through local funding (may include local law enforcement agency) and therefore were not eligible * Applied and denied funding in the past * Could not meet the grant requirements * Grant applied for by local law enforcement agency * Local law enforcement agency did not agree to staff an SRO * Not aware of grant opportunity * Not interested in funding SRO positions * Not interested in funding SSO positions * Temporary nature of grant funding (cannot sustain when grant ends) * Timing of application deadline | |
| If you **HAD School Security Officers (SSOs)** in your division | | | |
| 9. Please provide the name, title, and contact information for the person responsible for supervising your division’s SSOs.  *Only needed if this person is different from your Emergency Manager or Director of Safety/Security* | | | |
| First Name |  | | |
| Last Name |  | | |
| Title |  | | |
| Email |  | | |
| Phone Number |  | | |
| [**§ 22.1-280.2:1**](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-280.2:1/) **describes the purposes for which a local school board may employ a certified school security officer (SSO) and the requirements if they are to carry a firearm.**  Local school boards and private or religious schools may employ school security officers, as defined in [§ 9.1-101](https://law.lis.virginia.gov/vacode/9.1-101/), for the purposes set forth therein. Such school security officer may carry a firearm in the performance of his duties if (i) within 10 years immediately prior to being hired by the local school board or private or religious school he (a) was an active law-enforcement officer as defined in [§ 9.1-101](https://law.lis.virginia.gov/vacode/9.1-101/) in the Commonwealth or (b) was employed by a law-enforcement agency of the United States or any state or political subdivision thereof and his duties were substantially similar to those of a law-enforcement officer as defined in [§ 9.1-101](https://law.lis.virginia.gov/vacode/9.1-101/); (ii) he retired or resigned from his position as a law-enforcement officer in good standing; (iii) he meets the training and qualifications described in subsection C of [§ 18.2-308.016](https://law.lis.virginia.gov/vacode/18.2-308.016/); (iv) he has provided proof of completion of a training course that includes training in active shooter emergency response, emergency evacuation procedure, and threat assessment to the Department of Criminal Justice Services pursuant to subdivision 42 of [§ 9.1-102](https://law.lis.virginia.gov/vacode/9.1-102/), provided that if he received such training from a local law-enforcement agency he received the training in the locality in which he is employed; (v) the local school board or private or religious school solicits input from the chief law-enforcement officer of the locality regarding the qualifications of the school security officer and receives verification from such chief law-enforcement officer that the school security officer is not prohibited by state or federal law from possessing, purchasing, or transporting a firearm; and (vi) the local school board or private or religious school grants him the authority to carry a firearm in the performance of his duties. | | | |
| 9a. Are the SSOs in your division required to wear a uniform? | | | * Yes * No |
| 9b. What is your division’s current policy on allowing SSOs to be armed? | | | *select one*   * SSOs are allowed to be armed in division schools * SSOs are not allowed to be armed in division schools, and we are not considering changing this policy in the near future * We do not currently allow SSOs to be armed, but are considering allowing it |

**III. EMERGENCY PLANNING, DRILLS, AND RESPONSE**

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| --- | --- |
| 10. For how many schools in your division did first responders (police/fire/EMS) have electronic/internet-based floor plans/maps in case they needed to respond to a large-scale crisis incident at the school? | *numerical answer only* |
| 11. How did first responders (police/fire/EMS) have access to your schools buildings during a lockdown so they would not have to breach doors or windows to gain access, if necessary? | *select all that apply*   * Master key cards provided to agency * Master key in fire department KnoxBox * Master key/card hidden on campus, location known to law enforcement agency * Master keys provided to agency * They do not have access to any of our school buildings * They only have access to some of our school buildings *(How many?* \_\_\_) |

**IV. THREAT REPORTING AND ASSESSMENTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Since 2013, and in accordance with* [*§ 9.1-184*](https://law.lis.virginia.gov/vacode/title9.1/chapter1/section9.1-184/) *and* [*§ 22.1-79.4*](https://law.lis.virginia.gov/vacode/22.1-79.4/)*, threat assessment teams are legislatively mandated in Virginia for all public schools grades K-12. Each division superintendent shall establish, for each school, a threat assessment team that shall include persons with expertise in counseling, instruction, school administration, and law enforcement. Threat assessment teams may be established to serve one or more schools as determined by the division superintendent. It is also mandated that each team:* *Provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;**Identify members of the school community to whom threatening behavior should be reported; and**Implement school board policies for the assessment of and intervention with individuals whose behavior poses a threat to the safety of school staff or students.* *In addition to requiring the establishment of threat assessment teams, the Code of Virginia* [*§ 22.1-79.4*](https://law.lis.virginia.gov/vacode/22.1-79.4/) *also instructs that:* *“Each threat assessment team established pursuant to this section shall report quantitative data on its activities according to guidance developed by the Department of Criminal Justice Services.”* | | | | |
| [**§ *22.1-79.4***](https://law.lis.virginia.gov/vacode/title22.1/chapter7/section22.1-79.4/) ***describes the roles of threat assessment teams and oversight committees in school divisions.***  *A. Each local school board shall adopt policies for the establishment of threat assessment teams, including the assessment of and intervention with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies developed by the Virginia Center for School and Campus Safety (the Center) in accordance with* [*§ 9.1-184*](https://law.lis.virginia.gov/vacode/9.1-184/)*. Such policies shall include procedures for referrals to community services boards or health care providers for evaluation or treatment, when appropriate.*  *B. The superintendent of each school division may establish a committee charged with oversight of the threat assessment teams operating within the division, which may be an existing committee established by the division. The committee shall include individuals with expertise in human resources, education, school administration, mental health, and law enforcement.*  *C. Each division superintendent shall establish, for each school, a threat assessment team that shall include persons with expertise in counseling, instruction, school administration, and law enforcement. Threat assessment teams may be established to serve one or more schools as determined by the division superintendent. Each team shall (i) provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self; (ii) identify members of the school community to whom threatening behavior should be reported; and (iii) implement policies adopted by the local school board pursuant to subsection A.* | | | | |
| 12. Did your division have a division oversight committee for threat assessment in 2021–2022? | | | | * Yes * No |
| 13. Please provide the name and contact information of your division’s threat assessment oversight committee chair or primary division threat assessment coordinator. | | | | |
| First Name |  | | | |
| Last Name |  | | | |
| Email |  | | | |
| Phone Number |  | | | |
| 14. What threat assessment training, if any, has been provided to **general school personnel** (non-core members of the threat assessment team)by your division? | | *select all that apply*   * Annual awareness training of a process to assess threats and how to report concerns to the appropriate personnel * DCJS training and/or materials * General emergency response training * No current training has been provided to general school personnel at this time * Online training modules, which includes general training on threat assessment *(What program?* \_\_\_) * School-level threat assessment teams are responsible for informing general staff * Third-party in-person training *(Name of third party?* \_\_\_) * Other *(describe)* \_\_\_ | | |
| 15. Tell us about threat assessment teams in your division. | | *Select one*   * Schools have their own threat assessment teams or collaborative teams among a small number of schools * A division-wide threat assessment team/oversight committee assesses all threats in the division | | |
| If you have a **DIVISION-WIDE THREAT ASSESSMENT TEAM** that assesses all threats in the division | | | | |
| 15a. Tell us about your primary/core threat assessment team (oversight committee) members in 2021–2022. *Whole numbers only please; if they are a part-time employee they should be counted as 1 individual.* | | | | |
|  | | Number of primary/core members (attend all or most meetings) | Number having completed threat assessment training in the last 3 years | |
| Administration | |  |  | |
| Community Service Board Member | |  |  | |
| Division representative | |  |  | |
| Instruction | |  |  | |
| Other law enforcement representative | |  |  | |
| Psychologist/social worker | |  |  | |
| School counseling | |  |  | |
| School nurse | |  |  | |
| School resource officer (SRO) | |  |  | |
| School security officer (SSO) | |  |  | |
| Other (*describe)* | |  |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| 15b. Approximately how many threat assessment meetings were held in 2021–2022 for the following tasks?  *Please answer with a number for each type of meeting listed.* | | | |
| * To triage threats received (at least 2 members) | | |  |
| * To conduct a full threat assessment based on precipitating information (prior to possible event) | | |  |
| * For debrief when event occurred without precipitating information (no opportunity to conduct threat assessment prior to event) | | |  |
| * For administrative reasons: organization, process discussion, training, or practice | | |  |
| 15c. What types of threat assessment training has your team completed? | | *select all that apply*   * DCJS in-person training * DCJS training webinar * Other threat assessment model training * Online training video/module * Training by division staff * Other *(describe)* \_\_\_\_\_ * None | |
| 15d. Where was your division’s TA team’s law enforcement representative from? | *select all that apply*   * Law enforcement representative from police department * Law enforcement representative from sheriff’s office * Law enforcement representative from Virginia State Police * SRO from nearby school * Other *(describe)* \_\_\_ | | |
| If you have **SCHOOL-BASED THREAT ASSESSMENT TEAMS** | | | |
| 15e. What threat assessment training, if any, has been provided to the **school threat assessment teams** by your division? | *select all that apply*   * DCJS threat assessment team in-person training * DCJS threat assessment team online training * Individual school teams are responsible for training new team members * In-person training by division personnel * Online training modules *(What program?* \_\_\_) * Other third-party in-person training *(Name of third party?* \_\_\_) * Review of process at division meeting/training * Other *(describe)* \_\_\_ * No formal training provided | | |

|  |  |
| --- | --- |
| **ALL** | |
| 16. How did your division monitor **student social media usage** (i.e., Facebook, Twitter, Snapchat, etc.) to detect and mitigate potential threats and other safety issues? | *select all that apply*   * Local law enforcement agency monitored and shared appropriate information as needed * Someone at the division level was responsible for monitoring  (i.e., it was assigned as a job-related task) * Someone at the school level was responsible for monitoring  (i.e., it was assigned as a job-related task) * We contracted with a third party that scanned/monitored  social media for us * We did not have a specific monitoring process |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If you **CONTRACTED WITH A THIRD PARTY** to monitor student social media usage | | | | |
| 16a. What is the name of the third party you contracted with? | | | |  |
| 16b. Tell us about your experience with this system. (Was it effective and useful? Did the contract yield good information that was helpful in averting violence and other disruptive situations?) | | | |  |
| **ALL** | | | | |
| 17. If there were obstacles to sharing threat assessment-related information with law enforcement or other institutions, what were they? | s*elect all that apply*   * Availability of law enforcement personnel * Concern about privacy laws * Lack of knowledge of when to share information * Lack of knowledge of with whom to share information * There were no obstacles * Other *(describe)* \_\_\_\_\_\_ | | | |
| 18. Select the top 3 kinds of training or technical assistance that DCJS could provide, to help improve your threat assessment (TA) process? | | | | |
| *select the top 3*   * Case management and record keeping * Case studies, scenario training (social media, harm to self, harm to others) * Family Educational Rights and Privacy Act (FERPA) * Level of threat training, when to conduct a TA (how to respond to various threat levels; when a low-level threat requires a TA) * Mental health training (recognition and understanding) to include trauma responses for staff * Mental health training for students * Online training in threat assessment * Recognition of threats, threat types, and behavioral red flags | | * Refresher training and review * Regional training with other divisions * Social media monitoring and intervention * Specific threat assessment-related topics * Suicide prevention, ideation, threat assessment for suicide threat * Training for new staff * Use of threat assessment findings * Violence prevention/reaction and gang awareness * Virtual threat assessments * Other *(describe)* \_\_\_\_\_\_ * None | | |
| 19. What were the three biggest challenges to your threat assessment teams or in conducting threat assessments? | | | | |
| *select 3*   * Competing priorities/time * Conducting reviews and updates * Conducting thorough TA/review/debrief in a timely manner * Consistency in division-wide practices * Determining level of threat (when does an act become a threat, how to determine a threat’s appropriate level, what constitutes a threat) * Length of documentation * Limited staff and staff turnover/retention * Loss of instructional time | | | * Managing threat cases over time * Privacy issues ([FERPA](https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html), outside team members maintaining student confidentiality requirements) * Team coordination (managing team member schedules, availability to meet in a timely manner) * Threat assessment training resources * Training for new staff and for team members * Understanding the function of threat assessments vs. discipline * Other *(describe)* \_\_\_\_\_\_ * None | |

**V. SAFETY AUDIT, TRAINING, AND RESOURCE NEEDS**

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| --- | --- | --- |
| 20. Does your division participate in the "Handle With Care Law Enforcement-School Trauma Informed Communication System"? | * Yes * No, I am not aware of this program * Not at this time but it is in our future plans * We are aware but have no plans to participate at this time | |
| If **YES** | | |
| 20a. Has your division completed Handle With Care training? | | * Yes, through DCJS * Yes, through West Virginia Center for Children’s Justice * No, we have not completed training |
| If you were **NOT AWARE** of the Handle with Care program | | |
| 20b. Would you like a member of the DCJS team to contact you with information about the Handle with Care Law Enforcement-School Trauma Informed Communication System? | * Yes * No | |
| **ALL** | | |
| The *Code of Virginia* [§ 22.1-279.8](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/)  requires that all schools in Virginia complete an annual safety audit. The audit is a  *“written assessment of the safety conditions in each public school to (i) identify and if necessary, develop solutions for physical safety concerns, including building security issues and (ii) identify and evaluate any patterns of student safety concerns occurring on school property or at school sponsored events.  Solutions and responses shall include recommendations for structural adjustments, changes in school safety procedures, and revisions to the school board’s standards for student conduct.”*    [**The School Safety Audit Program**](https://www.dcjs.virginia.gov/node/355) consists of five key components. These components are: | | |
| 1. [**School Safety Survey**](https://www.dcjs.virginia.gov/virginia-center-school-and-campus-safety/school-safety-survey/virginia-school-safety-survey-principals)   Please certify that **all** your schools have completed this survey and the division has reviewed their responses: *(The division survey link will be sent upon the completion of all school surveys)* | | |
| Date of Review: | Signature: | |
| 1. [**Division Safety Survey**](https://www.dcjs.virginia.gov/virginia-center-school-and-campus-safety/school-safety-survey/virginia-school-safety-survey)   Completion of this survey will satisfy this requirement. | | |
| 1. [**Crisis Management Plan Certification**](https://www.dcjs.virginia.gov/virginia-center-school-and-campus-safety/school-safety-survey/school-crisis-management-plan-review)   Please certify that all your schools have updated their plans and the division has reviewed them: | | |
| Date of Review: | Signature: | |
| 1. [**Virginia School Survey of Climate and Working Conditions**](https://www.dcjs.virginia.gov/virginia-center-school-and-campus-safety/school-safety-survey/secondary-school-climate-survey)   Completed January–March 2022 | | |
| 1. [**School Safety Inspection Checklist**](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/school-safety-inspection-checklist_0.docx)   Certification not required again until 2023. | | |
| [***§ 22.1-279.8***](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/) ***paragraph C******requires that a division’s school safety audit committee review the schools’ safety audits*** *and submit any plans for improving school safety to the division superintendent for submission to the local school board.*  *C. The division superintendent shall establish a school safety audit committee to include, if available, representatives of parents, teachers, local law-enforcement, emergency services agencies, local community services boards, and judicial and public safety personnel. The school safety audit committee shall review the completed school safety audits and submit any plans, as needed, for improving school safety to the division superintendent for submission to the local school board.* | | |
| 21. Safety Audit Review**:** The culmination of the School Safety Audit is a review of the data collected for each component. In the following questions, please provide the top two issues or concerns identified from the review of each component for your division. | | |

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| --- | --- | --- | --- | --- | --- |
|  | Top 2 Issues Identified | Potential Solution | Recommendation was made to School Board | Issue Resolved | Resources needed |
| 2021 Division and School Safety Survey | 1. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |
| 2. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |
| 2022 Virginia School Survey of Climate and Working Conditions or other climate related data source | 1. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |
| 2. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |
| Most recent Safety Inspection Checklist (physical assessment of the building/grounds) | 1. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |
| 2. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |
| Discipline Data or other data source | 1. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |
| 2. *A dropdown list will be provided.* |  | * Yes * No | * Yes * No * Ongoing | *A checklist will be provided* |

|  |  |
| --- | --- |
| 22. Any additional comments or concerns you would like to share? |  |

Questions contained in this survey may elicit responses that are exempt from public release pursuant to the [*Code of Virginia*](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/) [§ 2.2-3705.2](https://law.lis.virginia.gov/vacode/2.2-3705.2/) and [§ 22.1-279.8](https://law.lis.virginia.gov/vacode/22.1-279.8/). Each public body is responsible for exercising its discretion in determining whether such exemptions will be invoked. The DCJS Virginia Center for School and Campus Safety will report aggregate survey data for all schools and divisions and will not share individual division responses unless otherwise required by state law.

**Resources**

[**School Safety Audit Program**](https://www.dcjs.virginia.gov/virginia-center-school-and-campus-safety/virginia-school-safety-audit-program)

[Virginia School Safety Audit Infographic](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_11.pdf)

**Crisis and Emergency Planning**

[Division Guide for Crisis Management Planning](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/division-guide-crisis-management-planning.pdf)

[Critical Incident Response Video](https://www.dcjs.virginia.gov/publication-link/critical-incident-response-video?width=675px&height=500px#content)

[Critical Incident Response for School Faculty and Staff](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/2019_criticalincidentresponsemanual.pdf)

[School Crisis, Emergency Management and Medical Emergency Response Plan](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/school-crisis-emergency-management-and-medical-emergency-response-plan_0.pdf)

[School Crisis, Emergency Management and Medical Emergency Response Plan – Quick Guide](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/school-crisis-emergency-management-and-medical-emergency-response-plan-quick-guide_0.pdf)

[Guidance on Emergency Manager Designee](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/law-enforcement/files/vcscs/guidance-formatted_emergency_manager_-_updated_may_2019.pdf)

[Guidance for School Systems in the Event Victims Arise from an Emergency 2018](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_10.pdf)

[The Virginia Educator's Guide for Planning and Conducting School Emergency Drills](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/virginia-educators-drill-guide_0.pdf)

[Guidance on Required Evacuation/Fire and Lockdown Drills 2016](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/law-enforcement/files/vcscs/guidance-required-drills-fall-2016_0.pdf) *(update pending)*

[Virginia Schools Bus Driver and Monitor Safety and Security Manual](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/virginia-schools-bus-driver-and-monitor-safety-and-security-manual_0.pdf)

[Virginia Schools Bus Driver and Monitor Video](https://www.dcjs.virginia.gov/publication-link/virginia-school-bus-driver-and-monitor-video?width=675px&height=500px#content)

[Academic Community Exercise Starter Kit](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_13.pdf)

[Virginia Safety Planning Guide for Individuals with Special Needs](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/virginia_safety_planning_guide_for_individuals_with_special_needs.pdf)

**Threat Assessment**

[Threat Assessment in Virginia Public Schools: Model Policies, Procedures and Guidelines – pdf](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/threat-assessment-model-policies-procedures-and-guidelinespdf_0.pdf)

[K-12 Threat Assessment in Virginia: A Prevention Overview for School Staff, Parents, and Community Members](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/k12-threat-assessment-prevention-overview.pdf)

[K-12 Threat Assessment Video](https://www.dcjs.virginia.gov/publication-link/k12-threat-assessment-video?width=675px&height=500px#content)

[K-12 Threat Assessment Form – Fillable pdf](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/fillable-threat-assessment-form-2016.pdf)

[K-12 Threat Assessment Form – Fillable MSWord](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_0.docx)

[Technical Assistance for Threat Assessment and Management Teams for Virginia Schools and Institutions of Higher Education](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/law-enforcement/files/vcscs/technical-assistance-threat-assessment-and-management-teams-virginia-schools-and-institutions-higher.pdf)

[Threat Management Consultant – Request for Services](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/request-service-technical-assistance-threat-assessment-and-management-teams.pdf)

**Bullying and School Climate**

[School Climate, Student Engagement and Academic Achievement](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_14.pdf)

[Preventing Teen Dating Violence: Interactive Guide on Informing Policy](https://vetoviolence.cdc.gov/apps/datingmatterspolicy/)

[US DOE School Climate and Discipline Packet](http://www2.ed.gov/policy/gen/guid/school-discipline/index.html)

[Suicide and bullying: Issue brief (SPRC)](http://www.sprc.org/library/Suicide_Bullying_Issue_Brief.pdf)

[Bullying: The Relationship Between Bullying and Suicide: What We Know and What it Means for Schools](http://www.cdc.gov/violenceprevention/pdf/bullying-suicide-translation-final-a.pdf)

[Model Policy to Address Bullying in Virginia Schools (DOE)](http://www.doe.virginia.gov/support/prevention/bullying/model_policy_to_address_bullying_in_va_schools.pdf)

[Preventing Youth Suicide – National Association of School Psychologists](http://www.nasponline.org/resources-and-publications/resources/school-safety-and-crisis/preventing-youth-suicide)

**Additional K-12 Resources**

[Handle with Care Virginia](https://handlewithcareva.org/)

[U.S. Department of Education Acts on School Safety Report Recommendation to Improve Understanding of Student Privacy Law](https://content.govdelivery.com/accounts/USED/bulletins/22eb76a)