

Welcome to the Virginia School Safety Survey

This is a secure, web-based survey conducted by the Virginia Center for School Safety. Submission of this survey fulfills the Virginia School Safety Audit requirement. (Virginia Code §22.1-279.8).

While answering the following survey questions, please base your responses on the conditions in your school during the 2006 - 2007 school year.

Should you have any questions or experience technical problems with the survey, please contact Donna Bowman at the Virginia Center for School Safety, 804-371-6506 or donna.bowman@dcjs.virginia.gov.

Please answer the following questions about your school as accurately as possible.

I. School Identification and Demographic Information

1. Select School Division.
2. Select School Name and ID number.

If we have any questions about your survey responses, we would like to be able to contact you. Please provide us with your contact information:

3. What is your name?
4. What is your title?
5. What is your phone number?
6. What is your e-mail address?
7. Which of the following best describes your school? (*Check one*)

Elementary	Charter
Middle	Magnet
High	Governor's
Combined Grades	Special Education
Primary	Correctional Education
Pre-Kindergarten	Adult Education
Kindergarten	School for the Deaf and Blind
Alternative	
Career/Technical/Vocational	
Other (Describe):	

7a. If your school is an alternative school, what is its primary function?

- Disciplinary
- Academic Assistance
- Combination disciplinary/academic assistance
- Other (Describe):

8. What grades are taught at your school? (Check all that apply)

- | | |
|------------------|------------|
| Pre-Kindergarten | 6th Grade |
| Kindergarten | 7th Grade |
| 1st Grade | 8th Grade |
| 2nd Grade | 9th Grade |
| 3rd Grade | 10th Grade |
| 4th Grade | 11th Grade |
| 5th Grade | 12th Grade |

9. What was your [fall membership enrollment number](#) at the start of the 2006 - 2007 school year? (Enter numeric response)

10. School setting: Which setting best describes the area where your school is located? (Check one)

- Urban
- Suburban
- [Exurban](#)
- Rural
- Other (Describe):

II. Crisis Management Plan (CMP)/Emergency Management Plan (EMP)

[Virginia Code §22.1-279.8](#) describes school crisis and emergency management plans. It also states that "each school board shall ensure that every school that it supervises shall develop a written school crisis, emergency management, and medical response plan."

11. How was your school's CMP/EMP practiced during the 2006-2007 school year? (check all that apply)

- We conducted administration/faculty/staff training
- We conducted student training/awareness sessions
- We conducted parental training/awareness sessions
- We practiced first responder coordination (EMS, fire, police, hazmat)
- We held table-top exercises with crisis team members
- We held at least one full scale drill with crisis team and public safety partners
- We did not practice our CMP/EMP

(If 11 = We did not practice our CMP/EMP.)

11a. Do you plan to practice your school's CMP/EMP during the upcoming 2007–2008 school year?

- Yes
- No

12. Did you have to activate any portion of your school's crisis management plan during the 2006 – 2007 school year due to an actual [emergency](#) or crisis?

- Yes

No

(If 12 = yes)

12a. How many times did you activate the plan during the 2006 – 2007 school year? (Enter numeric response)

12b. Why did you activate your crisis plan? (check all that apply)

- Incident of violence/crime occurring on school property
- Incident of violence/crime occurring off school property
- Student or staff accident or death on or off campus
- Community incident that impacted school
- Incident at another school which impacted your school
- Hazardous chemical incident
- Weather-related event
- Other (describe):

13. Other than school and division administrative staff, what professionals directly assisted with the creation or revision of your school's crisis management plan? (NOTE: If one person who assisted fits into more than one category (e.g., local law enforcement officer who is also an SRO or SSO) please check only one of this person's qualifications, preferably the most specialized and relevant.)

(Check all that apply)

- [School resource officer \(SRO\)](#)
- [School security officer \(SSO\)](#)
- Crime prevention specialist (CPS)
- Emergency medical staff
- Fire official
- Hazmat official/expert
- Local law enforcement officer
- Private consultant
- Private security officer
- Other (Describe):

14. Does your school have an [electronic notification system](#) for notifying parents/guardians of an [emergency](#) at your school?

- Yes
- No

(IF 14 = NO)

14a. What is the primary reason that your school does not have an [electronic notification system](#)? (Check only one)

- No funds for this equipment
- Unaware of available systems
- Not necessary at our school
- Other (Describe):

(IF 14 = YES)

14b. What is the vendor and model of your [electronic notification system](#).

(if 14 = YES)

14c. Have you ever had to use your school's automated [electronic notification system](#)?

- Yes
- No

(If 14c = yes)

14c-1. Under what [emergency](#) circumstances did you activate your school's [electronic notification system](#)? (Check all that apply)

- Incident of violence /crime occurring on school property
- Incident of violence/crime occurring off school property
- Student or staff accident or death on or off campus
- Community incident that impacted your school
- Incident at another school which impacted your school
- Update about ongoing critical incident or emergency situation
- Hazardous chemical incident
- Sudden school schedule changes
- Weather-related event
- Other (describe):

15. How often are lockdown drills practiced at your school during the school year? (check one)

- Once a month
- Once every two months
- Once every three months
- Once every four months
- Once every six months
- Once per year
- Every two years
- Never
- Other (Describe):

16. Does your school identify all building entrances/exits with exterior signs or markings visible from a distance of 200 feet to assist emergency responders at your school?

- Yes
- No

17. Does your school have classrooms that are not on ground-level (such as in a basement or on a second floor?)

- Yes
- No

17a. Are all non-ground level classrooms equipped with an external means to evacuate the room if necessary (e.g., ladder, rope ladder, fire escape)?

- Yes
- No

18. Has your school clearly designated which part(s) of your Crisis Management Plan/Emergency Management Plan should be exempted from [Freedom of Information Act \(FOIA\)](#) requests to protect sensitive, security-related information from public access?

- Yes
- No

III. Student/Staff Safety

19. Structured [anonymous threat reporting systems](#) allow students to report potential dangers without giving their names or speaking directly with school staff. Does your school such a procedure?

(Note: This does not include confidential verbal reports.)

Yes
No

19a. Which of the following describe your structured [anonymous reporting system](#) for *students*?
(Check all that apply)

Law enforcement-based program (i.e., Crime Stoppers, Crime Solvers)
Online submission
Telephone hotline
Written submission (via drop box)
Other (Describe):

19b. How are *students* informed about this anonymous reporting procedure? (Check all that apply)

Classroom announcements
Incorporated into student code of conduct
School newsletter
School webpage
Student assembly in school
Other (describe)

20. Structured [anonymous reporting systems](#) allow *parents* to report potential dangers without giving their names or speaking directly with school staff. Does your school such a procedure?

Yes
No

20a. Which of the following describe your structured [anonymous reporting procedure](#) for *parents*?
(Check all that apply)

Law enforcement-based program (i.e., Crime Stoppers, Crime Solvers)
Online submission
Telephone hotline
Written submission (via drop box)
Other (describe):

20b. How are *parents/guardians* informed about this anonymous reporting procedure? (check all that apply)

Incorporated into student code of conduct
Letter sent home to parents
PTA meetings
School newsletter
School webpage
Other (describe):

21. Did your school distribute an anonymous questionnaire to *students* in the 2006 - 2007 school year to assess student school safety concerns? (Note: Do not include the [9th grade high school survey conducted in April 2007](#))

Yes
No

21a. Based on questionnaire responses, what *one* issue concerned *students* most? (Check one)

Bullying and harassment
Bus safety
Gang activity
Lack of adult supervision
Personal safety
Security threats

Substance abuse
Theft
Weapons
Other (Describe):

22. Did your school distribute an anonymous questionnaire to *parents* in the 2006 – 2007 school year to assess their school safety concerns? (Note: Do not include the [9th grade high school survey conducted in April 2007](#))

Yes
No

22a. Based on questionnaire responses, what *one* issue concerned *parents* most? (Check one)

Bullying and harassment
Bus safety
Gang activity
Lack of adult supervision
Personal safety
Security threats
Substance abuse
Theft
Weapons
Other (Describe):

23. Did your school distribute an anonymous questionnaire to school *faculty/staff* in the 2006 - 2007 school year to assess their school safety concerns? (Note: Do not include the [9th grade high school survey conducted in April 2007](#))

Yes
No

(If 23 = yes)

23a. Based on questionnaire responses, what *one* issue concerned *faculty/staff* members most? (Check one)

Bullying and harassment
Bus safety
Gang activity
Lack of adult supervision
Personal safety
Security threats
Substance abuse
Theft
Threats from parents
Threats from students
Weapons
Other (Describe):

24. Does your school use a [formal threat assessment](#) process to respond to student threats of violence?

No, we have no formal process
We follow the [guidelines developed by the University of Virginia \(UVA\)](#)
We have a formal process developed in-house
We have a formal process developed by a third party

(If 24 = formal process dev in-house or other process)

24a. If you use a formal process other than the UVA guidelines, does your process involve a multidisciplinary team?

- Yes
- No

(If 24 ≠ no)

24b. How many threats were assessed using this process during school year 2006 - 2007? *(Enter numeric response)*

(If 24 = no)

24c. How many of these threats were determined to be viable or substantive? *(Enter numeric response)*

24d. If you have a process other than the UVA guidelines, who developed your process?

25. Does your school employ a mental health professional (counselor, psychologist, or social worker) whose primary assignment is to provide counseling services to emotionally troubled or at-risk students?

- Yes
- No

26. Do you have a process for determining why some students are habitually truant?

- Yes
- No

(If 26 = yes)

26a. If yes, what are the most often cited reasons for truancy at your school? *(Check all that apply)*

- Failing grades
- Fear, harassment at school
- Lack of engagement in school community
- Lack of interest in academic success
- Lack of parental involvement or supervision
- Substance abuse issues
- Other (describe):

27. For each of the following school safety programs/initiatives, indicate whether such a program is currently in place at your school.

- School Security Officer (SSO)
- School Resource Officer (SRO)
- Two-way communication system linking all classrooms and main office
- Comprehensive and Practiced School Crisis Plan
- Automated parental notification system
- Structured anonymous threat reporting system for students, parents and staff
- Updated locks on all interior and exterior doors
- Fencing around entire campus
- Controlled access at main entrance
- School safety training for staff
- Drug testing program
- Gang prevention program
- Peer mediation program
- Other (Describe):

27a. Of the following safety programs *not* in place at your school in 2006-2007, which *single one* would you implement first if you had the resources available?

- School Security Officer (SSO)
- School Resource Officer (SRO)
- Two-way communication system linking all classrooms and main office

Comprehensive and Practiced School Crisis Plan
 Automated parental notification system
 Structured anonymous threat reporting system for students, parents and staff
 Updated locks on all interior and exterior doors
 Fencing around entire campus
 Controlled access at main entrance
 School safety training for staff
 Drug testing program
 Gang prevention program
 Peer mediation program
 Other (Describe):

For the purposes of this survey, a zero tolerance violation is defined as engaging in a prohibited behavior that results in an automatic recommendation for expulsion (although there may be provision to use an alternative disciplinary consequence if it is deemed appropriate). This includes violations for bringing a firearm to school as well any other prohibited behaviors that result in an automatic recommendation for expulsion.

Answer the questions on this page with this definition in mind.

28. How many students in total did you recommend to the school board for expulsion this past school year, 2006-07? *(Enter numeric response)*

29. How many of these students were recommended for expulsion because of zero tolerance offenses? *(Enter numeric response)*

30. How many students from your school were expelled for zero tolerance offenses? *(Enter numeric response)*

31. Based on special circumstances, as determined by authorized investigation, Virginia legislation permits school boards to determine if another disciplinary action is appropriate in the place of expulsion. Based on the legislative authority granted to the school board, how many students from your school were not expelled, but received an alternative disciplinary sanction for zero tolerance offenses? *(Enter numeric response)*

IV. School Security / Surveillance

DCJS recommends that you consider designating the information you provide in this section of the survey as "protected from release" under FOIA. The questions in this section of the survey ask about security practices at your school. Because the public release of such information might compromise safety and security plans, [Virginia Code §2.2-3705.2](#) and [§22.1-279.8](#) allow schools to designate such information as protected from release under the [Freedom of Information Act \(FOIA\)](#). To obtain this protection, schools must specifically request this protection when they report school safety information to the Department of Criminal Justice Services (DCJS).

At the end of this section, you will be asked whether or not you would like to protect your responses - check "yes" if you want your information to be protected from release under FOIA, and "no" if you do not want your information to be protected. Understand that DCJS' Virginia Center for School Safety will report the information in this section in an aggregated format for all schools, but it will not release specific information from identified schools if they have requested that their information be protected from public release under FOIA.

32. Did your school conduct any safety audit procedures other than this survey in school year 2006 – 2007 (Note: Do not include the [9th grade high school survey](#) conducted in April 2007)?

Yes
No

(If 27 = yes)

32a. What type(s) of safety audit procedures did your school conduct during the 2006-2007 school year? (Check all that apply)

[Department of Education's School Safety Audit Protocol checklist](#)

- Inspection by your school safety team
- Inspection by a *visiting* school safety team
- Inspection by designated division staff
- Inspection by local law enforcement agencies
- Inspection by private contractor
- Other (non-DOE) building assessment checklist
- Solicit student /staff input on safety issues
- Threat/risk assessment process
- Other (Describe):

33. Other than the main entrance, are all exterior entrances to your school building/campus locked during school hours?

Yes
No

(If 28 = NO)

33a. Other than the main entrance, why are some exterior entrances to your school building/campus unlocked during school hours? (Check all that apply)

- Ease of access to and from athletic fields
- Inadequate school infrastructure: outdated or inoperable locking mechanisms
- Inadequate school infrastructure: students and staff tempted to open doors for ventilation
- Inadequate school infrastructure: access to auxiliary classrooms
- Regular delivery of supplies (cafeteria, loading docks, other deliveries)
- Other (Describe):

34. Is the main entrance to your school building/campus secured by a [controlled access system](#) during school hours?

Yes
No

35. Can all classrooms in your school be locked from both the inside and the outside of the classroom?

Yes
No

36. Which of the following security measures are used at your school? (Check all that apply)

- Adult hall monitors
- Exterior video surveillance system
- Exterior video system with intercom
- Fixed metal detectors
- Interior video surveillance system
- Locker checks/searches
- Portable metal detecting wands
- Greeters at each open entrance
- Other (Describe):

(If 31 = exterior video surveillance system, exterior video surveillance system with intercom, or interior video surveillance system)

36a. If your school uses cameras for security, are all cameras actively monitored at all times during the school day?

- Yes, all are monitored at all times during the day
- No, none are monitored at all times during the day
- Some cameras are monitored at all times during the day
- All cameras are monitored periodically
- Other (Describe):

37. Does your school have formal check-in requirements for school visitors?

- Yes
- No

(if 32 = yes)

37a. Which of the following requirements apply to students' parents/guardians?

(Check all that apply)

- Must sign in
- Must show photo ID
- Must wear visitor ID badge during visit
- Must be escorted
- Other (Describe):

(if 32 = yes)

37b. Which of the following requirements apply to visitors meeting with specific individuals or groups (e.g., friends/relatives of students or staff, club speakers, military recruiters)? *(Check all that apply)*

- Must sign in
- Must show photo ID
- Must wear visitor ID badge during visit
- Must be escorted
- Other (Describe):

(if 32 = yes)

37c. Which of the following requirements apply to commercial visitors (e.g. delivery persons, vendors, trade workers such as plumbers)?

- Must sign in
- Must show photo ID
- Must wear visitor ID badge during visit
- Must be escorted
- Other (Describe):

(if 32 = yes)

37d. Which of the following requirements apply to school related visitors (e.g., substitute teachers, volunteers, school system or division personnel)? *(Check all that apply)*

- Must sign in
- Must show photo ID
- Must wear ID badge during visit
- Must be escorted
- Other (Describe):

38. Does your school office keep a log of [sex offender registry](#) bulletins?

- Yes
- No

(If 33 = yes)

38a. Is it standard practice at your school for office staff to check school visitors' names, including parents/guardians, against sex offender registry bulletins?

- Yes

No

39. Which of the following background checks do you conduct on parent/guardian volunteers who work with students at your school? *(Check all that apply)*

- Criminal background check
- [Sex offender registry](#) check
- No background checks are conducted
- Other (Describe):

40. Which of the following background checks do you conduct on non-parent /non-guardian volunteers who work with students at your school? *(Check all that apply)*

- Criminal background check
- [Sex offender registry](#) check
- No background checks are conducted
- Other (Describe):

41. What type of safety/security personnel are present at your school at all times during the regular school day? *(Check all that apply)*

- School Resource Officer (SRO)
- School Security Officer (SSO)
- Private Security Officer
- We have no safety/security personnel present at all times during the day.
- Other (Describe):

(if 36 = SRO)

41a. How many [School Resource Officers \(SROs\)](#) are at your school at all times during the regular school day? *(Enter numeric response)*

(if 36 = SSO)

41b. How many [School Security Officers \(SSOs\)](#) are at your school at all times during the regular school day? *(Enter numeric response)*

(If 36 = Private Security Officer)

41c. How many private security personnel are at your school at all times during the regular school day? *(Enter numeric response)*

42. Do you monitor your school parking lot(s) during school hours?

- Yes
- No

(If 37 = yes)

42a. How do you monitor your school parking lot(s) during school hours? *(Check all that apply)*

- Randomly patrolled by security personnel (including SROs, SSOs, or private security companies)
- Randomly patrolled by school staff/faculty
- Security camera (monitored live in real time)
- Security camera (taped, not monitored in real time)
- No formal surveillance, only informal monitoring
- Other (describe):

Virginia Code definition: [§18.2-46.1](#) Criminal street gang means "any ongoing organization, association, or group of three or more persons, whether formal or informal, (i) which has as one of its primary objectives or activities the commission of one or more criminal activities, (ii) which has an identifiable name or identifying sign or symbol, and (iii) whose members individually or collectively have engaged in the commission of, attempt to commit, conspiracy to commit, or

solicitation of two or more predicate criminal acts, at least one of which is an act of violence, provided such acts were not part of a common act or transaction."

43. Has your school had any gang-related problems or incidents during the 2006 - 2007 school year?

- Yes
- No

(If 38 = yes)

44. Did the number of gang-related problems or incidents increase, decrease, or stay about the same as the previous school year? *(Check one)*

- Increased
- Decreased
- Stayed about the same

45. Did your school identify any gang-related graffiti found on school property during the 2006 - 2007 school year?

- Yes
- No

(If 39 = yes)

46. Did gang-related graffiti increase, decrease, or stay about the same as the previous year? *(check one)*

- Increased
- Decreased
- Stayed about the same

47. Do you have a formal process in place for receiving information from local law enforcement agencies about criminal activity by your students away from school?

- Yes
- No

43. [FOIA](#): Now that you have read and responded to the questions in this section of the survey *(IV. School Security/Surveillance)*, would you like to designate your responses to these questions as "protected from release" under FOIA?

- Yes
- No