

Safety and Security.

- a. Describe your plan for safety and security for students, staff, guests, and property.

The school leader will establish a School Safety Committee to serve as a clearinghouse for the discussion issues, policies, and practices related to the safety of students, parents, and staff.

Committee representation will include, but may not be limited to, the school leadership team, security, teachers, the school nurse, the custodian, and one or more parents. The committee will meet quarterly and conduct a yearly evaluation. The school leader will maintain responsibility for oversight and management of health and safety policies and practices. For a full description of the health care services and policies, see response to question 5, below.

Access

In the interest of safety for the students, staff, and visitors, “controlled access” to the school’s facility will be maintained at all times. A security system will provide visual live feeds of all building entrance locations, as well as other key spaces inside and outside the building. All outside doors will remain locked from the outside, except during student arrival and dismissal times when the main entrance will be opened. Visitor access will be restricted to the main entrance – all guests must present proper identification and comply with all ‘guest pass’ procedures before being allowed to pass beyond the main entrance. All staff will be required to wear ID badges while on school premises.

Phone/Texting Notification System

Vine’s Prep will purchase an automated school notification system to improve communications between the school and home and to provide important safety notifications to parents and guardians. This system will provide notifications via phone/text about school closings, delays, and early dismissals, emergency notifications, attendance, bus route notifications, lockdown communications, activity reminders, lunch balance reminders, and parent polls and surveys.

Background Checks

As part of the pre-employment process, all employees will be required to complete a criminal background check (CBC). In addition, the Child Abuse Registry (CAR) will be checked through Department of Services for Children, Youth and Families (DSCYF). The school leader and operations manager will maintain due diligence in following the regulations for CBCs and CARs for volunteers. Results will be maintained in a secure file, separate from personnel files; and, available for authorized inspection.

The school leader will be directly responsible for ensuring that criminal background and child abuse registry checks are initiated, completed, and appropriately documented prior to an individual staff member’s employment or board member’s appointment.

b. Explain the types of safety and security personnel, technology, equipment, and policies that the school will employ to provide a safe and healthy environment in accordance with 14 Del. C. § 512(12) and the safety provisions included in the Statement of Assurances.

VPS will include multiple means of securing our student including but not limited to a school safety team, Security Personnel/ Constable, Video surveillance, badge access doors, overhead paging system, visitor controlled access, and emergency drill procedures in accordance with Emergency Preparedness Guidelines established by 29 Del. C. § 8237 and 14 DE Admin. Code § 621. VPS along with the board of directors will adhere to all of the directives in the Statement of Assurances.

c. Explain your process to create and maintain the required emergency preparedness plan that is in compliance with the Emergency Preparedness Guidelines established by 29 Del. C. § 8237 and 14 DE Admin. Code § 621, and approved by the Department of Safety and Homeland Security (DSHS). Identify which position will have primary responsibility for this plan.

In accordance with the Omnibus School Safety Act, the School Safety Committee will work with the Department of Safety and Homeland Security (DSHS) to develop and maintain a comprehensive site-specific safety and emergency preparedness plan that is in compliance with the national Incident management System (NIMS). Following the approval of the school's charter, the School leadership team will reach out to Department of Safety and Homeland Security for input to begin the planning and development.