



## SECTION IX POLICE DEPARTMENT

### 9.17 SCHOOL SAFETY REQUIREMENTS AND MONITORING

The following procedures shall be used for school safety requirements and monitoring and applies to the School Safety Specialists, all Clay County District Schools' Employees, District Police Department and Clay County Charter Schools and their employees.

#### 1. Definitions

- A. "CSTAG" means the Comprehensive School Threat Assessment Guidelines/ Threat Assessment and Response Protocol [form](#) CSTAG 2021 (Incorporated in Rule 6A-1.0018, F.A.C.), which must be used for school threat assessments in all public schools, including charter schools.
- B. "Department" means the Florida Department of Education.
- C. "Discharge" means to fire a gun or firearm.
- D. "Discipline" means a safe-school officer receiving a behavior-related official reprimand.
- E. "Dismissal" means a safe-school officer is permanently relieved of his position. Dismissal or termination is involuntary and initiated by the employer, including firings or other discharges for cause.
- F. "Florida Safe Schools Assessment Tool" or "FSSAT" means the site security risk assessment tool used by school officials at each school district and public school site in the state, including charter schools, to conduct security assessments, as provided in [Section 1006.1493, F.S.](#)
- G. "FortifyFL" means the mobile suspicious activity reporting tool that allows students and members of the community to report information anonymously concerning unsafe, potentially harmful, dangerous, violent, or criminal activities, or threats of such activities to law enforcement or school officials as described in [Section 943.082, F.S.](#)
- H. "Law enforcement officer" means the persons identified in [Section 943.10\(1\), F.S.](#)
- I. "Office" means the Department's Office of Safe Schools.
- J. "Safe-school officer" means a school resource officer, a school-safety officer, a school guardian, or a school security guard, as identified in [Section 1006.12\(1\)-\(4\), F.S.](#)
- K. "School administrator" means the school personnel identified in [Section 1012.01\(3\), F.S.](#)
- L. "School-based mental health services provider" means a school psychologist certified under [Rule 6A-4.0311, F.A.C.](#), a school social worker certified under

[Rule 6A-4.035, F.A.C.](#), a school counselor certified under [Rule 6A-4.0181, F.A.C.](#), or a mental health professional licensed under [Chapter 490 or 491, Florida Statutes](#), who is employed or contracted by a district to provide mental health services in schools.

- M. "School day" means any day, including a partial day, where students are physically present at school for instructional purposes, as defined by [Section 1011.60\(2\), F.S.](#), and [Rule 6A-1.045111, F.A.C.](#)
- M. "School district" or "district" means a Florida school district or district school board, the Florida Virtual School ([Section 1002.37, F.S.](#)), the Florida School for the Deaf and the Blind ([Section 1002.36, F.S.](#)), and Developmental Research (Laboratory) Schools ([Section 1002.32, F.S.](#)).
- O. "School safety specialist" means the district school superintendent's designee per [Section 1006.07\(6\)\(a\), F.S.](#), responsible for the oversight of all aspects of school safety and security within the school district and who is a school administrator or a law enforcement officer.
- P. "SESIR" means School Environmental Safety Incident Reporting, as identified in [Rule 6A-1.0017, F.A.C.](#)
- Q. "Substantive threat" means a threat where the intent to harm is either present or unclear, and requires protective action, as further defined in the CSTAG, Form CSTAG-2021.
- R. "Suspected deficiency" means that there is at least some evidence that a district or school is not acting in compliance with the safety requirements set forth in this rule.
- S. "Transient threat" means a threat where there is not a sustained intent to harm and the situation can be quickly resolved with apology, retraction, or explanation by the person who made the threat, as defined in the CSTAG, Form CSTAG-2021.

## 2. Procedure

- A. District Contact Information - By August 1 of each year, the Superintendent must submit the name, phone number, and email address for each Schools Safety Specialist to the Office at [SafeSchools@fldoe.org](mailto:SafeSchools@fldoe.org). When any changes occur to the information required in this paragraph, the Superintendent must update the information within one (1) school day.
- B. Monitoring by the Clay County District Schools Safety Specialist School: CCDS Schools Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the school district, including at charter schools. It shall be the responsibility of the school safety specialist to review school district and charter school policies and procedures at least annually for compliance with state law and rules, as provided by Section [1006.07\(6\)\(a\)1., F.S.](#) It shall be the responsibility of the Schools

Safety Specialist to identify and correct instances of noncompliance of the rules established herein at any Clay County District School or Clay County Charter Schools relating to safety. Such policies must require the following:

1. If the school safety specialist determines a deficiency relating to a safe-school officer coverage at a defined school (facility), he or she must resolve the deficiency by the next school day;
2. The school safety specialist shall notify the Office of Safe Schools within twenty-four (24) hours at [SafeSchools@fldoe.org](mailto:SafeSchools@fldoe.org) of any deficiencies relating to safe-school officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety, or welfare of students or staff. Notifications made under this subparagraph must contain particularized facts beyond noncompliance with rule or statute that explain the imminent threat; and
3. The school safety specialist shall notify the Office of Safe School within three (3) days at [SafeSchools@fldoe.org](mailto:SafeSchools@fldoe.org) of any instance of noncompliance not corrected within sixty (60) days.

C. Monitoring by the Department of Education, Office of Safe Schools:

### **Process**

The Office of Safe Schools will monitor compliance with school safety requirements identified in rule [6A-1.0018](#) through announced and unannounced on-site visits to schools and district facilities or offices, review of school and district websites and publications, interviews with students and staff, and review of media reports and other information submitted to or received by the Office. It is the policy of the Clay County District Schools and its staff to keep records demonstrating the requirements are met in accordance with rule [6A-1.0018](#) and must provide those records to the Office upon request. These records shall be housed in a secure location within the Clay County District Schools Police Department records section. The Office will provide notice of a suspected deficiency to the Clay County School Safety Specialist at the email address provided in accordance with rule [6A-1.0018](#). Failure to maintain accurate contact information with the Office will not extend the time for correction. Schools Safety Specialist Districts shall notify suspected deficiency to the Clay County District Schools Superintendent. Time allotted by the Office of Safe Schools for Clay County District Schools to respond and cure deficiencies.

1. When the notice of suspected deficiency concerns a failure to have a safe-school officer established or assigned at each school facility, as required by [Section 1006.12, F.S.](#), the school safety specialist, after approval of the Police Chief and/or Assistant Superintendent of Operations, must respond in writing and verify the school(s) identified in the notice have a safe-school officer on site by the next school day.

2. In all other cases, the school safety specialist must respond in writing within five (5) school days and verify that the district or school has corrected the suspected deficiency, or within that same time period, submit a written plan describing how the district will bring the identified school(s) into compliance. A plan submitted under this paragraph must include an estimated date of completion and an explanation of alternate security measures designed to maintain a safe learning environment. Upon verification of compliance or correction of a deficiency, the Office will provide a written notice of resolution by email to the school safety specialist. When a suspected deficiency has not been timely resolved, the Office of Safe Schools will advise the Commissioner of Education who will facilitate compliance to the maximum extent provided under law, as provided in [Section 1001.11\(9\), F.S.](#)

D. Safety Requirements

The Office of Safe Schools will monitor schools and school districts for compliance with the safety requirements set forth in subsections (7) through (20) of rule [6A-1.0018](#)

E. Safe-School Officer Staffing and Assignment

- a. Clay County District Schools shall assign at least one safe-school officer at each school facility (See below definition of school facility) within the district, as provided in [Section 1006.12, F.S.](#)
- b. Assignments to Clay County District Schools are as follows:
  1. The Clay County District Schools Police Chief or designee shall assign a district school safety officer(s) (Police Officer/ SRO) which best meets the needs of the district and the overall safety and security of each campus. This directive is not limited to one safe school officer.
  2. The district school safety specialist shall assign school guardians, in concurrence with the district police chief for the overall safety and security of each campus. This directive is not limited to one safe school officer.
- c. A Clay County school facility means a public K-12 school, including a charter school, with a Master School Identification Number (MSID) number as provided under [Rule 6A-1.0016, F.A.C.](#), with the following exceptions:
  1. Clay County Schools with separate MSID numbers that are located at the same physical location and are co-located with each other are a single school facility.
  2. Schools that are located at separate physical locations and are not co-located, but share one MSID number are separate school facilities.
  3. A school facility does not include:
    - a. Schools without a physical location for instruction of students, such as virtual schools, virtual instruction programs, virtual course offerings, franchises of the Florida Virtual School and virtual charter schools;

- b. Settings where instruction is provided in a county jail or state prison, in a Department of Juvenile Justice facility or program, in a hospital, or while a student is homebound;
  - c. Schools that provide only pre kindergarten or adult education;
  - d. Technical centers under Section [1004.91, F.S.](#); and
  - e. Private schools, regardless of whether or not their students receive state scholarship funds under Chapter [1002, F.S.](#)
4. It is the Clay County District Schools' Policy to assign a safe-school officer to each Clay County School facility in accordance with rule [6A-1.0018](#) and each safe school officer must be present, at a minimum, during the school day when the school facility is open for instruction, as defined by the Clay County School Board Calendar.
  5. A safe-school officer must be present, at a minimum, during the school day when the school facility is open for instruction, as defined by the district school board calendar. The Clay County Districts Schools policy for safe-school officer assignment outside of the regular school day is as follows:
    - a. During Clay County District Schools' extracurricular activities, the number or persons in attendance, the ratio of staff members to students, other safety measures available and/or the intelligence based consideration(s) surrounding the event may be considered in having one or more safe school officer at the event; or
    - b. As directed by the Superintendent or their designee to provide a safe school officer at a Clay County District Schools' event.
    - c. Summer School in accordance with the Clay County Schools Board Calendar
  6. The Clay County District Schools' School Safety Specialist or designee shall survey all assigned safe-school officers upon Clay County District Schools' facilities, at least annually. The Office of Safe Schools shall conduct a survey regarding safe-school officer assignment by school. School Safety Specialists are responsible for completion of the survey when requested by the Office of Safe Schools. The survey is usually done electronically by request of the Office of Safe Schools.
- F. Alyssa's Alert
- a. Clay County District Schools has established and contracted with a Department of Education and Office of Safe Schools approved vendor. In compliance with Alyssa's Law, [1006.07\(4\)\(c\), F.S.](#), the required mobile emergency notification is available via a smart device application. This electronic mobile application is available to all school personnel.
    1. Training for the use of and training on how to download the application can be made to the Office of the Clay County School Safety Specialist.

## G. Fortify Florida

- a. Clay County Districts Schools are required by rule [6A-1.0018](#) to maintain current school listings in the FortifyFL application, including:
  1. School name
  2. Address
  3. MSID number
  4. The school safety specialist is required to ensure FortifyFL is updated within five (5) school days of a school opening or closing, or when any other change occurs that impacts the accuracy of district-provided information.
  5. The School Safety Specialist is required to maintain current contact information (telephone number and email address) in the FortifyFL application for each school's administrator and for the school safety specialist.
  6. The School Safety Specialist is required to promote FortifyFL, as provided in Section [943.082\(4\)\(b\), F.S.](#) This is achieved by but not limited to:
    - a. advertise FortifyFL on the district website
    - b. on school campuses
    - c. in newsletters
    - d. school publications;
  7. The School Safety Specialist shall ensure district information services install(s) the FortifyFL app on mobile devices issued to students; computer, bookmark the FortifyFL website on all computer devices issued to students.
  8. Credentials to add or edit information into Fortify Florida are granted through the Florida Department of Law Enforcement.

## H. Threat Assessments and Threat Assessment Team

- a. Clay County District Schools has identified the need to have active threat assessment teams at each school in partnership with the Clay County District Schools Office of Culture and Climate. Behavioral health is important to a safe and conducive learning environment while ensuring students facing or are in crisis receive services needed. The purpose of a threat assessment team is to establish an understanding of a threat (transient or substantial) and focus on behaviors that pose a threat to school safety while serving as a preventative measure to identify needs and provide support to students.

- b. This process of identifying types of threats, how to mitigate threats and how to identify services needed are accomplished in what is known as a care assessment.
- c. It is the policy of the Clay County District Schools to be consistent with rule [6A-1.0018](#) on how threat assessment teams are created at each Clay County District School.
  - 1. Clay County District Schools threat assessment team shall include the persons with expertise in counseling, instruction, school administration, and law enforcement, as provided in Section [1006.07\(7\)\(a\), F.S.](#)
- d. A counseling team member must be a school-based mental health services provider that is able to access student mental health records if needed.
- e. The law enforcement team member must be a sworn law enforcement officer, as defined by Section [943.10\(1\), F.S.](#), including a School Resource Officer, school-safety officer, or other active law enforcement officer. At a minimum, a law enforcement officer serving on a threat assessment team must have access to local Records Management System information, the Criminal Justice Information System, and the Florida Crime Information Center and National Crime Information Center databases. Officers serving on school-based threat assessment teams must also have clearance to review Criminal Justice Information and Criminal History Record Information.
- f. A school guardian, as defined under Section [1006.12\(3\), F.S.](#), or a school security guard, as defined under Section [1006.12\(4\), F.S.](#), may not serve in lieu of a law enforcement member of a threat assessment team. However, a school guardian or security guard may serve on the threat assessment team.
- g. Each school-based threat assessment team must use the [Comprehensive School Threat Assessment Guidelines/ Threat Assessment and Response Protocol form CSTAG 2021](#) to assess the behavior of persons who may pose a threat to school staff or students and to coordinate intervention and services for such persons.
- h. Training. All threat assessment team members must be trained on the CSTAG model. For assistance in accessing this training, the School Safety Specialist must contact the Office of Safe Schools in writing at [SafeSchools@fldoe.org](mailto:SafeSchools@fldoe.org).
- i. For the 2021-22 school year, each member of a threat assessment team must complete Office-approved training on the CSTAG model no later than December 31, 2021.
- j. Each School year and beginning with the 2022-23 school year, threat assessment teams must be fully staffed and all team members must have completed CSTAG training before the start of the school year. Those

appointed to threat assessment teams after the start of the school year must complete CSTAG training within ninety (90) days of appointment.

- k. Threat assessment teams are required and shall have monthly meetings. Each school-based threat assessment team must meet to fulfill its duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students.
  - 1. Reporting - The district must ensure that all threat assessment teams in the district report to the Florida Department of Education - Office of Safe Schools on the team's activities during the previous school year. The Office of the School Safety Specialists shall ensure all schools in the district timely report information required by this paragraph. Information described below is due by October 1 and must be reported using the FSSAT:
    - l. The Office of the School Safety Specialist shall collect reports from each threat assessment team, tabulate statistical information from the entire district for submission to the FSSAT by July 15 after each school year.
      - 1. For the 2021-22 school year, the total number of threat assessments conducted using the threat assessment form, the number of transient threats and the number of substantive threats shall be recorded.
      - 2. Each School year, but no later than the beginning of the 2022- 2023 school year, the total number of threat assessments conducted using the threat assessment form, the number of transient threats, and the number of substantive threats and shall include the gender, race, and grade level of all students assessed by the threat assessment team.
- l. School Environment Safety Incident reporting (SESIR)
  - a. The Clay County District School Superintendent must designate person(s) responsible for SESIR reporting for their district and ensure that those persons receive live or online training, as provided in [Rule 6A-1.0017\(10\), F.A.C.](#)
    - 1. Training can be obtained at [www.sesir.org](http://www.sesir.org)
- J. Zero-Tolerance Policies and Agreements with Law Enforcement.
  - a. Clay County District Schools shall have zero-tolerance policy as outlined and contained in the Student Code of Conduct approved by the school board. The Student Code of Conduct contains directives that define acts that require consultation with and reporting or referral to law enforcement, as provided by [Section 1006.13, F.S](#)
  - b. The district shall have an agreement with the county sheriff's office (if applicable) and local police departments for reporting acts that pose a threat to school safety, as provided by [Section 1006.13\(4\), F.S.](#) Those

agreements shall be incorporated with inter-local agreements or by amendment to the local agreement, reviewed and renewable annually.

- c. The district has adopted a cooperative agreement with the Department of Juvenile Justice regarding enforcement of no contact orders, as provided by [Section 1006.13\(6\), F.S.](#)

K. School Security Risk Assessments and the FSSAT

- a. Each year, the school safety specialist must complete a school security risk assessment beginning at the end of the school year and completed on or before October 1 at each public school in their district using the FSSAT, as provided in [Section 1006.07\(6\)\(a\)4., F.S.](#), and [Section 1006.1493, F.S.](#) The school security risk assessment is not required for virtual schools or programs that do not have a physical school site.
- b. School safety specialists must report to the Department of Education - Office of Safe Schools by October 15 of each year, in the FSSAT, that the required school security risk assessments are completed, as provided in [Section 1011.62\(15\), F.S.](#)
- c. School safety specialists must provide recommendations to the district school board and the district school superintendent, no later than the September Clay County School Board workshop, identifying strategies and activities the board should implement to improve safety and security, as provided in [Section 1006.07\(6\)\(a\)4., F.S.](#) This shall be conducted “in the shade” and is exempt from public disclosure.
- d. Within thirty (30) days, and no later than the October Clay County School Board regular meeting, after the district school board meets to receive implementation of such findings, but not later than November 1, school safety specialists must submit a district best-practices assessment in the FSSAT which includes the school security risk assessment findings and recommendations as provided in [Section 1006.07\(6\)\(a\)4., F.S.](#)
- e. It is the policy of the Clay County District Schools and Clay County School Board to allow and assist, if needed, Clay County Charter School’s personnel access and input security assessment data into the FSSAT. In the event input access is restricted, Clay County District personnel may help gather information from charter schools so that FSSAT reporting requirements, including those for Fortify FL, threat assessment teams and active assailant response plans, include data from charter schools.

L. Clay County School’s Safety Recommendations (CCFR, CCSO, OPPD, GCSPD)

- a. The Clay County District School Safety Specialist shall coordinate with public safety agencies, as defined in [Section 365.171, F.S.](#), which are designated first responders to a school’s campus, tour each school’s

campus once every three (3) years and provide recommendations related to school safety as needed.

- b. Completion of such tours and any recommendations must be documented in each school's security risk assessment within FSSAT.
  - c. If school safety recommendations are made by public safety agencies, those recommendations shall be included in the school safety specialist's report to the superintendent and school board and outlined in the September Clay County School Board Workshop.
- M. Emergency drills (Fire and Active Assailant)
- a. Active shooter and hostage situation drills (aka Lock Down Drills) or weather drills must be conducted at least as often as fire drills. These drills are required by the Florida Fire Prevention Code, as adopted by the State Fire Marshal, available at [www.myfloridacfo.com](http://www.myfloridacfo.com). and drills are to be conducted while the facility is in session.
    - 1. The above listed drills shall be conducted every month while the facilities are in session.
    - 2. Drills shall be recorded on official CCDS drill reports and are stored in individual share drives, labeled by school name.
    - 3. Access to school share drive is granted by the Office of the School Safety Specialist.
    - 4. The School Safety Specialist shall monitor and inspect drill reports for timeliness submission, accuracy and completeness of the report.
    - 5. Principals shall be notified in writing (email or official letter) for deficiencies or failure to conduct drills in accordance with this policy or in accordance with Florida Fire Prevention Code, as adopted by the State Fire Marshal
- N. Active Assailant Response and Reunification Plans
- a. The Clay District's [active assailant response plan](#), and Reunification Plan written and approved by the Clay County School Board, in accordance with [Section 1006.07\(6\)\(c\), F.S.](#), includes plans and expectations for responding to an active assailant situation using the following three (3) strategies: evading or evacuating, taking cover or hiding, and responding to or fighting back.
  - b. The School safety specials shall ensure all school personnel are trained annually on the procedures set forth in the district's active assailant response plan
  - c. All personnel at every school shall attend training in person or by video presentation administered the Office of the School Safety Specialist or designee. Their attendance shall be recorded on a roster indicating date and time of attendance. The completed roster shall be scanned and stored

in the respective Google school's safety and security folder annually. The original document shall be forwarded to the Office of the School safety specialist. The annual training for all school personnel must be documented in the FSSAT by October 1 of each year.

- O. School Safety Specialist Training
- a. The Clay County District Schools Superintendent shall designate a School Safety Specialist for the district that is an administrator employed by the district as provided by [Section 1006.07\(6\)\(a\), F. S.](#)
  - b. Within thirty (30) calendar days of appointment, school safety specialists must complete the following online Federal Emergency Management Agency Independent Study courses found at <https://training.fema.gov/>. School safety specialists must maintain certificates of completion.
    1. Multi-Hazard Planning for Childcare; Introduction to the Incident Command System,
    2. [ICS 100](#); Preparing for Mass Casualty Incidents: A Guide for Schools, Higher Education, and Houses of Worship;
    3. Multi-Hazard Emergency Planning for Schools; and Planning for the Needs of Children in Disasters. These courses can be found at <https://training.fema.gov/>. School Safety Specialists must maintain certificates of completion.
    4. Within one (1) year of appointment, and annually thereafter, School Safety Specialists must earn a certificate of completion of School Safety Specialist training provided by the Office of Safe Schools.
- P. Reporting Safe-School Officer Discipline, Dismissal or Discharge of Firearm.
- a. Discharge of a weapon. The school superintendent, via the Office of Safety and Security shall notify the Office of Safe Schools when a safe-school officer assigned to any school facility in or upon Clay County District Schools discharges a firearm in the exercise of safe-school officer duties, other than for training purposes, as provided in [Section 1006.12\(5\), F.S.](#)
  - b. Notification must be made no later than seventy-two (72) hours of the incident by submitting [Form SSON-2021](#) to [SafeSchools@fldoe.org](mailto:SafeSchools@fldoe.org).
  - c. Officer dismissal or discipline:
    1. The school superintendent, via the Office of Safety and Security shall notify the Office of Safe Schools when there is an allegation of misconduct that results in a safe school officer being placed on administrative leave or reassigned pending completion of an investigation using the procedure set forth in subparagraph. Within fifteen (15) days of completion of the investigation, updated information

regarding the result of the investigation must be provided to the Office of Safe Schools.

2. The Superintendent, via the Office of Safety and Security shall notify the Office of Safe Schools when a safe-school officer assigned to a school facility in the district has been disciplined for misconduct or has been dismissed from their duties as a safe-school officer by their employer, including in cases where the officer is reassigned or moved to another school location, whether by a school district, charter school, law enforcement agency, or private security company, as provided in [Section 1006.12\(5\), F.S.](#) Notification must be made no later than seventy-two (72) hours of the dismissal or disciplinary action by submitting [Form SSON-2021](#) to [SafeSchools@fldoe.org](mailto:SafeSchools@fldoe.org).
- d. The Clay County District Schools, School Safety Specialist, in cooperation with Charter Schools' Administrations shall ensure all charter schools have policy to report discipline and dismissal of safe-school officers and any discharge of an officer's weapon outside of training activities.
- e. The school safety specialist shall ensure all Clay County Charter Schools, law enforcement agencies, and private security firms employing or contracting with safe-school officers timely report discipline and dismissal of safe-school officers and any discharge of an officer's weapon outside of training activities.
- f. This mandate ensures Clay County District Schools meets the reporting requirements of the rules relating to [School Safety Requirements and Monitoring under 6A-1.0018 18\(c\)](#)

#### **Q. Charter School Safety Requirements**

- a. Monitoring of safety requirements outlined in this directive for all Clay County Charter Schools is the responsibility of the Clay County District Schools Safety Specialist. The Office of Safe Schools, as provided in subsection (5) of the [rules](#), will provide any notices of suspected deficiency occurring at or by a charter school, to the district's School Safety Specialist for investigation and response.
- b. To ensure the Clay County District School Safety Specialist is able to monitor and report on school safety and security at any Clay County Charter School, each charter school must:
  1. Provide contact information in the manner and frequency required by the School Safety Specialist;
  2. Timely respond to requests for information and access made by the School Safety Specialist and the Office of Safe Schools related to safety requirements set forth in this [rule](#); and

3. Coordinate with the School Safety Specialist on curing suspected deficiencies identified by the Specialist and/or the Office of Safe Schools.
- c. Charter schools and their governing boards are responsible for meeting the safety requirements set forth in the [rules](#). All safety requirements as set forth in subsections (6) - (18) of those rules apply to charter schools, with any changes to the requirements set forth below:
  1. Safe-school officer
    - a. Clay County District Schools Safety Specialist is responsible for ensuring all charter school facilities within their district have at least one (1) safe-school officer assigned and present on campus while school is in session. When requested or as mutually agreed upon, Charter schools shall provide the district with rosters or timesheets indicating when a safe school officer has been assigned and present on their respective campus.
    - b. Each Clay County Charter School is authorized to establish its own policy on when a safe school officer must be assigned to a school facility for extracurricular activities and for school sponsored events or adopt the district's policy.
    - c. Clay County Districts Schools and charter school governing boards must work together to determine the type of Safe School Officer under [Section 1006.12, F.S.](#), that will be assigned to each charter school. The
    - d. Safe School Officer options for a charter school are:
      1. Upon agreement between the school district and charter school, a school resource officer, pursuant to [Section 1006.13\(1\), F.S.](#)
      2. A school guardian, pursuant to [Section 1006.13\(3\), F.S.](#) and
      3. A school security guard, pursuant to [Section 1006.13\(4\), F.S.](#)
    - e. Clay County District School's Safety Specialist must keep accurate records of the number and type of safe-school officers assigned to each Clay County Charter School in the district. The Clay County Charter Schools shall notify the Clay County District Schools Safety Specialist at the beginning of each school year, beginning in the 2021-2022 SY, the type of safe school officer assigned to the school.
  2. Alyssa's Alert
    - a. Clay County Charter Schools are authorized to select any mobile panic alert system that meets all requirements of [Section 1006.07\(4\), F.S.](#), including a system that is not the same one selected by the charter's sponsor (Clay County District Schools). Prior to contracting for a system that differs from that used by the

charter's sponsor, a charter school must consult with the sponsor on any potential safety impact of using a different system.

3. Fortify Florida
  - a. The requirements set forth for Clay County District Schools as provided in subsection (9) of the [rule](#) for FortifyFL apply to the Clay County charter schools' governing board.
  - b. Where a charter school lack input access to FortifyFL, the charter's governing board must ensure that the information for school listings and school contacts, as provided in paragraphs (9)(a) and (b) of the [rule](#), are timely provided to the district school safety specialist.
  - c. A charter school governing board must ensure that FortifyFL contains contact information (telephone number and email address) for a school administrator designated by the governing board or principal to receive tips and notifications from Fortify Florida for the charter school.
  - d. Crime tips or threat reports received via Fortify Florida, are received in the Clay County Sheriff's Office Communication Center, the Communications Center of the Clay County District Schools' Police Department and district safety staff. Crimes and tips regarding Clay County Charter Schools are in the jurisdiction of the Clay County Sheriff's Office.
4. Threat Assessment Teams
  - a. A charter school governing board is authorized to adopt its own threat assessment policies or adopt the district's policies, as long as the charter school's policies meet the requirements of [Section 1006.07\(7\), F.S.](#), and the requirements of subsection (10) of [rule](#).
5. SESIR
  - a. The SESIR duties set forth in subsection (11) of the [rule](#), must be performed by the charter school's principal or equivalent personnel, as provided in [Rule 6A-1.0017\(11\), F.A.C.](#)
- 6 Charter School's Zero Tolerance Policies and Agreements with Law Enforcement for Clay County Charter Schools.
  - a. The school safety specialist shall ensure Clay County Charter Schools comply with SESIR incident reporting procedures set forth in [Rule 6A-1.0017, F.A.C.](#),
  - b. Clay County Charter Schools' governing boards must establish policies identifying which incidents require consultation with or referral to law enforcement. In lieu of establishing their own policies, charter schools are authorized to adopt the Clay County District Schools' policy.
  - c. Notice shall be given to the Clay County District Schools Safety Specialist of their intent to develop their own policy regarding

identifying which incidents require consultation with or referral to law enforcement or may adopt the Clay County District Schools policy.

7. Charter School's I Security Risk Assessments and the FSSAT
  - a. Each year, the Clay County District Schools' Safety Specialist shall ensure charter schools complete a school security risk assessment on or before October 1, using the FSSAT, as provided in [Section 1006.07\(6\)\(a\)4.](#), F.S., and Section [1006.1493](#), F.S.
  - b. Clay County District Schools' Safety Specialists must report by October 15 each year in the FSSAT that required school security risk assessments are completed, as provided in [Section 1011.62\(15\), F.S.](#), this includes the charter school findings.
  - g. Clay County District Schools' Safety Specialist will allow Clay County Charter Schools' selected personnel input access to the FSSAT for self-assessment of their respective schools in accordance with [Section 1011.62\(15\), F.S.](#)
8. First Responders' School Safety Recommendations Clay County Charter School's
  - a. Clay County District Schools' Safety Specialist will assist charter schools in coordinating with public safety agencies, as defined in [Section 365.171, F.S.](#), that are designated first responders to a school's campus to tour each charter school's campus once every three (3) years and to provide recommendations related to school safety.
  - b. Completion of such tours and any recommendations must be documented in each school's security risk assessment within FSSAT.
  - c. Clay County District Schools and Charter Schools safety recommendations made by public safety agencies shall be included in the Clay County District Schools' Safety Specialist's report to the Superintendent and Clay County School Board.
9. Charter School's emergency drills
  - a. Active shooter and hostage situation drills (aka Lock Down Drills) and weather drills must be conducted at least as often as fire drills are required by the Florida Fire Prevention Code, as adopted by the State Fire Marshal, available at [www.myfloridacfo.com](http://www.myfloridacfo.com).
  - b. Charter Schools must document completion of emergency drills at all school facilities in the district. Charter schools can use the Google documents in their respective share drive to record all emergency drills ([Fire and Lockdown Drill](#))

- c. Clay County Charter Schools drills shall be shared with the Clay County Schools Safety Specialist.
- 10. Clay County Charter School's Active Assailant Response Plans
  - a. Each Clay County Charter School governing body must adopt an active assailant response plan and is confidential, as provided in [Section 1006.07\(6\)\(c\), F.S.](#) Active assailant response plans must include, at a minimum, plans and expectations for responding to an active assailant situation using the following three (3) strategies: evading or evacuating, taking cover or hiding, and responding to or fighting back.
  - b. All Clay County Charter School personnel must be trained annually on the procedures in the Clay County Charter School active assailant response plan. Completion of this annual training for all school personnel must be documented in the FSSAT by October 1 of each year.

R. Virtual Schools

- a. Clay County Virtual Schools are bound by and are governed by the Clay County Schools Board policies and are responsible for meeting the safety requirements set forth except for the requirement to complete the Clay County District's School Security Risk Assessments and the FSSAT as they do not have physical location for instruction of students.
- b. Clay County Virtual School may meet the requirements for the district's agreement to reporting acts that pose a threat to school safety to law enforcement as provided by [Section 1006.13\(4\), F.S.](#)