

**Cathedral Christian Academy
Comprehensive School Safety
Plan**

**4100 Frankford Ave
Baltimore, Maryland 21206
2018-2019
Academic School Year**

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Comprehensive School Safety Plan Purpose

Comprehensive School Safety Plans are required and contains the following elements: Assessment of

school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements.

A copy of the Comprehensive School Safety Plan is available for review at Cathedral Christian Academy School's office.

Safety Plan Vision

1. Cathedral Christian Academy will provide a safe, orderly, and secure environment conducive to learning.
2. Cathedral Christian Academy will create a school in which pupils will attend regularly and be safe from both physical and social-psychological harm.
3. Cathedral Christian Academy staff will work collaboratively with administrators and the school board to identify, establish and use strategies and programs to comply with school safety laws.
4. Cathedral Christian Academy will develop a plan to work cooperatively and collaboratively with parents, pupils, teachers, administrators, counselors and community agencies, including law enforcement, to provide a safe and orderly school and neighborhood.
5. Cathedral Christian Academy will develop an academic program that will focus on high expectations of pupil performance and behavior in all aspects of the school experience.
6. Cathedral Christian Academy will work collaboratively with other elementary, middle schools and high schools to assist in a smooth transition from one school level to another.
7. Cathedral Christian Academy will solicit the participation, views, and advice of teachers, parents, school administrators, and community members and use this information to promote the safety of our pupils, staff and community.

Components of the Comprehensive School Safety Plan

Cathedral Christian Academy Safety Committee

Principal School

Site Council Members

Assessment of School Safety

Annual assessments of School Safety at Cathedral Christian Academy District are conducted and include a review of data from the Maryland Healthy Kids Survey along with rates of disciplinary actions and truancy as collected through Schoolwide, the district's student information system. Additional input is received from school staff and members of the School Site Council.

Strategies and Programs to Provide and Maintain a High Level of Safety items A-J)

Cathedral Christian Academy District recognizes the importance of providing a safe school environment that is conducive to learning and helps ensure student safety and the prevention of student injury. The principal shall implement appropriate practices to minimize the risk of harm to students, including, but not limited to, practices relative to school facilities and equipment, the outdoor environment, educational programs, and school-sponsored activities.

(A) Child Abuse Reporting Procedures

All employees of Cathedral Christian Academy District are committed to the health, safety and welfare of all students under our care. All employees are mandated to report all abuse and neglect cases to Child Protective Services. There is no choice. It is the law. This duty to report is also written on the back of the teacher and administrator credentials.

Mandated Reporters

Professionals who work with or regularly come into contact with children have a crucial role in their protection. Mandated reporters are designated as such because they are in a position to receive information that a child is or may be at risk, and to pass this information on to the agencies that can intervene to protect the child. People who must make a Suspected Child Abuse Report include any child care custodian, health practitioner, employee of a child protective agency, child visitation monitor, firefighter, animal control officer, humane society officer, commercial film and photographic print processor, or clergy member, "who has knowledge of or observes a child, in his or her professional capacity or within the scope of his or her employment, whom he or she knows or reasonably suspects has been the victim of child abuse."

Mandated reporters within the Cathedral Christian Academy District are defined as any of the following:

1. Teacher
2. Instructional aide
3. Teacher's aide or teacher's assistant
4. Classified employee
5. Certified employee
6. Administrator
7. Supervisor of child welfare and attendance
8. Any employee whose duties require direct contact and supervision of children

Reporting Responsibilities

Any mandated reporter who within the scope of his or her employment observes a child whom he or she suspects has been the victim of child abuse or neglect, shall report the suspected incident to Child Protective Services by telephone as immediately. A "Suspected Child Abuse Report, shall be prepared and forwarded to Child Protective Services within 36 hours. This form is available in the main office. A mandated reporter must complete and submit the form even if some of the requested information is not known.

Mandated reporters MUST:

- Notify a school administrator if there is reasonable suspicion of abuse or neglect resulting in a CPS report.
- Call CPS and make a report with the agency immediately or as soon as possible.
- Fax the CPS report and receive confirmation of transmission within 36 hours.
- Mail reporting form to the specified address if there is no confirmation of fax being received.

Child Abuse is the willful infliction of cruel or inhumane corporal punishment or injury resulting in a traumatic physical condition, or: physical abuse inflicted by other than accidental means, or: sexual abuse or sexual exploitation of a child.

Sexual Abuse: including both sexual assault and sexual exploitation. Sexual assault includes sex acts with children, intentional masturbation in the presence of children, and child molestation.

Physical Abuse: inflicted by other than accidental means on a child

Sexual Exploitation: including preparing, selling or distributing pornographic materials involving children, performances involving obscene sexual conduct and child prostitution

Child Neglect is the negligent treatment or the maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health and welfare. The term includes both acts and omissions on the part of the responsible person.

Severe Neglect: defined as negligent failure to protect a child from severe malnutrition or medically diagnosed failure to thrive or intentional failure to provide food, clothing, shelter or medical care.

General Neglect: negligent failure to provide adequate food, clothing, shelter, medical care or supervision where no physical injury has occurred

Willful Cruelty or Unjustifiable Punishment

Any person willfully causes or permits any child to suffer or inflicts unjustifiable physical pain or mental suffering, or any person having care or custody of child willfully causing or permitting the health of a child to be placed in a position where the health of a child is endangered. Unlawful corporal punishment or injury is willful inflicted of cruel or inhumane corporal punishment or injury resulting in a traumatic physical condition

This law shall be known as the Child Abuse and Neglect Reporting Act. The intent and purpose of this law is to protect children from abuse and neglect. In any investigation of suspected child abuse or neglect, all persons involved in the investigation shall consider the needs of the child victim and shall do whatever is necessary to prevent psychological harm to the child. A "child" means any person under the age of eighteen years of age.

Where and How to Report

Child Protective Services – (24-hour number) FAX:

Mail:

If there is immediate risk, contact 911

Visit this web site <http://www.safestate.org/> for more information.

(B) Disaster Procedures

Disaster Plan (See Appendix C-F)

The district recognizes that in order to save lives and protect property, all district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, and events, which threaten to result in disaster. The principal shall develop and maintain a disaster preparedness plan that details provisions for handling all foreseeable emergencies and disasters. The principal will utilize School Site Council to regularly review the disaster preparedness plan and recommend changes.

District site plans shall address at least the following situations:

1. Fire on or off school grounds which endangers students.
2. Natural or man-made disasters.
3. Bomb threat or actual detonations.
4. Attack or disturbance by individual or groups.

The principal shall ensure that the plan includes:

1. Procedures for personal safety and security.
2. Ways to ensure smooth administrative control of operations during a crisis.
3. Procedures to establish a clear, effective communication system.
4. Guidelines for law enforcement involvement, including specific steps for law enforcement intervention depending upon the intensity of the crisis.

The principal shall use state-approved Standard Emergency Management System guidelines when updating emergency and disaster preparedness plans. The principal shall consult with city and/or county agencies so that district plans provide the best possible way of handling each situation and also provide for emergency communications systems between these agencies. The superintendent/principal may provide a plan that allows bus seating capacity limits to be exceeded when a disaster or hazard requires students to be moved immediately to ensure their safety. Disaster preparedness exercises shall be held regularly at the school site and shall demonstrate how safety procedures may be applied to various types of emergencies. All students and employees shall receive instruction regarding emergency plans.

CCA encourages all employees to become proficient in first aid and cardiopulmonary resuscitation (CPR). The principal shall ascertain that at least one staff member holds a valid certificate in these areas. The principal shall provide for CPR in-service training to be offered at least once a year for staff.

Public Agency Use of School Buildings for Emergency Shelters

Through a coordinated effort with local emergency service providers, the district will provide temporary shelter through the use of all school facilities during a community disaster or emergency. District staff will work in a coordinated effort with emergency response providers to promote a safe shelter for community members in need.

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines

Discipline of Students

The Board of Trustees believes that one of the major functions of the public schools is the preparation of youth for responsible citizenship. The district shall foster a learning environment that reinforces the concepts of self-discipline and the acceptance of personal responsibility. Students are expected to progress from being adult-directed to becoming self-directed individuals. The Board recognizes that not all students will adhere to district rules for appropriate behavior. Support services are available, but students and parents must understand that for continued violation of school rules, or for certain major offenses (usually related to violence), inadequate attendance, or failure to progress academically, the student may be transferred involuntarily to an alternative education program such as an opportunities class, Community Day School or Independent Study. Corporal punishment shall not be used, but the use of reasonable and necessary force by an employee to protect themselves or other students or to prevent damage to district property shall not be considered corporal punishment.

Suspension and Expulsion

Students may be subject to suspension and/or expulsion and/or arrest for committing any of the acts listed below (or any other pertinent education codes not listed):

1. (a1) Caused, attempted to cause, or threatened to cause physical injury to another person.
2. (a2) Willfully used force or violence upon the person of another, except in self-defense.
3. (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
4. (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
5. (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
6. (e) Committed or attempted to commit robbery or extortion.
7. (f) Caused or attempted to cause damage to school property or private property.
8. (g) Stolen or attempted to steal school property or private property.
9. (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.
10. (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
11. (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
12. (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
13. (l) Knowingly received stolen school property or private property.
14. (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm.
15. (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
16. (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
17. (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
18. (q) Engaged in, or attempted to engage in, hazing as defined in Section 32050.
19. (r) Cyber bullying
20. (s) A pupil who aids or abets, the infliction or attempted infliction of physical injury to another person
21. Committed sexual harassment as defined in Section 212.5.
22. Caused, attempted to cause, threatened to cause, or participated in an act of, hate violence, as defined in subdivision (e)
23. Intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that disrupts class work, creates substantial disorder, and invades the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.
24. Has made terrorist threats against school officials or school property, or both.

A student may be suspended or expelled (and face arrest) for any of the acts listed above (as well as other board policy and/or administrative regulations) if the act is related to school activity or school attendance occurring at any district school or within any other school district, including but not limited to the following circumstances:

1. While on school grounds.
2. While going to or coming from school.

3. During the lunch period, whether on or off school campus.
4. During, going to, or coming from a school activity.

Harassment, Discrimination, Bullying

Cathedral Christian Academy District is determined to provide all students an environment free from harassment, discrimination, bullying, and hazing. This includes but is not limited to: harassment of any grade level or age of students, ethnic group, religion, gender, color, race, sexual orientation, national origin and physical or mental disability. The Board of Trustees and prohibits the intimidation, harassment, hazing or retaliatory behavior against any group or individual student. Students who harass, bully, or haze other students shall be subject to appropriate school discipline, up to and including suspension/expulsion, and may be liable for damages in private legal action. Students who intimidate or threaten a witness (a potential felony) face suspension and possible arrest. Any student who feels that she/he is being intimidated, sexually harassed, bullied, hazed or discriminated against in any way must IMMEDIATELY tell a teacher, administrator or any school personnel.

(D) Procedures to Notify Teachers of Dangerous Pupils

Pursuant to Education Code

- The superintendent/principal shall inform all applicable staff and faculty that a student has committed a crime or is a suspect of committing a misdemeanor or an offense where there is a reason to believe that the safety of other school community members is a concern.
- The notification will be made in writing as soon as a school official is made aware of the crime committed by the student.
- When available – an officer from the Glenn County Sheriff's Department may assist the administration with the communication to staff members and to develop a plan if the criminal behavior is repeated on campus or to establish safeguards to prevent harm to others if applicable.

(a) A school district shall inform the teacher of each pupil who has engaged in, or is reasonably suspected to have engaged in, any of the acts described in any of the subdivisions, except subdivision (h), of Section 48900 or in Section 48900.2, 48900.3, 48900.4, or 48900.7 that the pupil engaged in, or is reasonably suspected to have engaged in, those acts. The district shall provide the information to the teacher based upon any records that the district maintains in its ordinary course of business, or receives from a law enforcement agency, regarding a pupil described in this section.

(b) A school district, or school district officer or employee, is not civilly or criminally liable for providing information under this section unless it is proven that the information was false and that the district or district officer or employee knew or should have known that the information was false, or the information was provided with a reckless disregard for its truth or falsity.

(c) An officer or employee of a school district who knowingly fails to provide information about a pupil who has engaged in, or who is reasonably suspected to have engaged in, the acts referred to in subdivision (a) is guilty of a misdemeanor, which is punishable by confinement in the county jail for a period not to exceed six months, or by a fine not to exceed one thousand dollars (\$1,000), or both.

Administration shall notify the Cathedral Christian Academy staff on the in-service day at the beginning of each school year then, by presenting them with written notification, which contain the student's name, violation and a description of the violation. Updates are given to staff throughout the year pursuant to the aforementioned statute.

(E) Sexual Harassment Policies

Anyone (students, staff or school visitors) should report sexual harassment to the superintendent/principal immediately. The report will remain confidential. There should be no fear in reporting an incident. The superintendent/principal will explain the Cathedral Christian Academy District Sexual Harassment Policy and immediately initiate appropriate actions as prescribed by law.

State of Cathedral Christian Academy Definition of Sexual Harassment

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions: (a) Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress. (b) Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual. (c) The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment. (d) Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Sexual Harassment Complaints

Board Policy (a) instructs any employee who feels that he/she has been sexually harassed or has knowledge of any sexual harassment against any employee, job applicant, or student to immediately report the incident to his/her supervisor or Superintendent. The employee may bypass the Superintendent if he/she is the subject of the complaint.

(F) School-wide Dress Code Relating to Gang-Related Apparel

Pursuant, if such a dress code exists, students are expected to come to school in appropriate school clothes, which do not in any way distract other students from the educational process. All students shall be required to show proper attention to personal cleanliness, hygiene, and modesty while at school. The student's general appearance while at school should not attract undue attention nor cause embarrassment to either the wearer or others. If a pupil's appearance or dress causes any type of disruption or distraction, they may be asked to remedy the problem. Maryland courts support reasonable, clear school regulations governing the appearance of students. (see CAC, Title 5, section 302 for further details). Additionally, the district recognizes the importance of appropriate dress and grooming as a career skill since most jobs require appropriate dress.

If available, a student may change into appropriate clothing provided by the school. If clothing is not available, the student may call home for assistance, but may not leave school during class time to change. If the clothing violation cannot be resolved, the student will remain in the office for the remainder of the day and must do all assigned class work. Time away from class due to a student's decision to violate the dress code can be recorded as an unexcused absence for the time missed.

Students violating the dress code will face appropriate disciplinary measures. Notes will be made on the student's discipline record to track warnings and/or violations. Repeat offenders will be in defiance of school policy and appropriate disciplinary action shall be imposed, up to and including suspension.

Gang Affiliation and Activity

The Board of Trustees finds that street gangs, which initiate or advocate activities, which threaten the safety, and wellbeing of persons or property are harmful to the educational process. Students participating in any type of gang display or activity are directly creating an unsafe environment to other students who must come to school according to Maryland State law. Throwing signs, using hand signals, gang style clothes (i.e.: smile now cry later), displayed numbers, jewelry, accessories, books, shoestrings, buttons, belts/buckles or manner of grooming which implies a membership in a gang creates a danger to other students and is prohibited on campus. Any incidents involving initiations, hazing, intimidation or gang related activities of such group affiliations would be investigated, and appropriate disciplinary action (including arrest) will be taken. Any student wearing, carrying, writing or displaying gang paraphernalia, numbers, bandannas etc., or making gestures which symbolize gang membership, or causing an incident which affects another student's attendance or school work shall be referred to police for gang documentation. Repeat or first-time offenses are subject to disciplinary action, up to and including suspension, expulsion, and/or involuntary transfer to an alternative campus.

– Comprehensive Safety Plan) (Gangs)

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School

Through a collection of Board Policies, Cathedral Christian Academy District has established procedures to ensure the Safe Ingress and Egress of students, parents, school employees to and from school. The list below shows applicable board policies and administrative regulations and how they contribute to this safety component:

holds students accountable for conduct not only on campus but also on their bus conduct.

BP: prohibits the possession of weapons, imitation firearms or dangerous instruments of any kind with specific reference to times where students are on their way to or from school.

In addition to the safety measures defined above, student safety will also be ensured through the control of the ingress and egress of campus visitors as defined in Board Policy

To ensure the safety of students and staff and minimize interruption of the instructional program, the Superintendent/Principal or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be arranged with the Superintendent/Principal or designee. When a visit involves a conference with a teacher and the Superintendent/Principal, an appointment should be scheduled during non-instructional time.

Any person who is not a student or staff member shall register immediately upon entering any school building or grounds when school is in session.

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:

Element:

Opportunity for Improvement:

Objectives	Action Steps	Resources	Lead Person	Evaluation

Component:

Element:

Opportunity for Improvement:

Objectives	Action Steps	Resources	Lead Person	Evaluation

Component:

Element:

Opportunity for Improvement:

Objectives	Action Steps	Resources	Lead Person	Evaluation

(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

Cathedral Christian Academy Student Conduct Code

Conduct Code Procedures

Board Policy identifies district-wide standards for student discipline. The Board believes that a peaceful, orderly school environment is essential to a quality education. In order to ensure an optimum learning climate, school site expectations for pupil discipline are to be enforced fairly, uniformly, and consistently.

All reasonable means shall be taken to protect against invoking disciplinary action against pupils on the basis of unfounded charges. District personnel shall not inflict, or cause to be inflicted, corporal punishment or physical pain upon a pupil attending school in the district. The privacy rights and other due process rights of pupils shall be adhered to as described by Federal and State law.

All district rules, expectations, and consequence shall be strictly based on district policy, regulation, and existing law.

Procedures for the development of such expectations shall be established by the superintendent/principal. Special care shall be taken to solicit the views of the school community. The adoption of the district's discipline expectations are the responsibility of the superintendent/principal and the School Site Council.

The district shall file an updated copy of its school discipline expectations and procedures with the Board of Trustees on or before May 30 of each calendar year to be used during the following school year. The Board of Trustees shall prescribe procedures to provide written notice to continuing pupils at the beginning of each school year and to transfer pupils at the time of their enrollment in the school and to their parents or guardians. The expectations shall be reviewed, revised and adopted by both the superintendent/principal and the School Site Council annually.

For campus-specific rules and comprehensive description of conduct and student behavior expectations, please refer to the Student/Parent Handbook distributed to all students at the start of each school year.

(J) Hate Crime Reporting Procedures and Policies

As stated in Board Policy 5145.9, district programs and activities shall be free from discrimination, including harassment, with respect to the actual or perceived ethnic group, religion, gender, color, race ancestry, national origin, and physical or mental disability, age or sexual orientation. In order to create a safe learning environment for all students, the Board of Trustees desires to protect the right of every student to be free from hate-motivated behavior and will promote harmonious relationships among students so as to enable them to gain a true understanding of the civil rights and social responsibilities of people in society. The district prohibits discriminatory behavior or statements that degrade an individual on the basis of his/her actual or perceived race, ethnicity, culture, heritage, gender, sex, sexual orientation, physical/mental attributes, or religious beliefs or practices.

The superintendent/principal or designee shall collaborate with regional programs and community organizations to promote safe environments for youth. These efforts shall be focused on providing an efficient use of district and community resources.

The District shall provide age-appropriate instruction to help promote an understanding of and respect for human rights, diversity, and tolerance in a multicultural society and to provide strategies to manage conflicts constructively.

The superintendent/principal or designee shall ensure that staff receive training on recognizing hate-motivated behavior and on strategies to help respond appropriately to such behavior.

Grievance Procedures

Any student who believes he/she is a victim of hate-motivated behavior shall immediately contact the Coordinator for Nondiscrimination/Superintendent. Upon receiving such a complaint, the Coordinator/Superintendent shall immediately investigate the complaint in accordance with school-level complaint process/grievance procedures as described in AR 5145.7 - Sexual Harassment. A student who has been found to have demonstrated hate-motivated behavior shall be subject to discipline in accordance with law, Board policy, and administrative regulation.

Staff who receive notice of hate-motivated behavior or personally observe such behavior shall notify the Coordinator/Superintendent and/or law enforcement, as appropriate.

As necessary, the district shall provide counseling, guidance, and support to students who are victims of hate-motivated behavior and to students who exhibit such behavior.

Safety Plan Review, Evaluation and Amendment Procedures

Cathedral Christian Academy District's Comprehensive School Safety Plan will be reviewed, evaluated, and amended (as necessary) in February of each school year.

Pursuant to Education Code, Cathedral Christian Academy District adopted this annual comprehensive school safety plan. An opportunity for public comment was provided during this meeting, prior to the plan's adoption. Documentation of this meeting, which may include the meeting agenda, minutes and copies of materials provided for the plan presentation, will be filed alongside the plan and recorded.

An updated file containing all appropriate or required safety related plans and materials are available for public inspection at Cathedral Christian Academy School.

Safety Plan Appendices

Protected Information

The preceding Comprehensive School Safety Plan is a public document to be available for review in the school site administrative office at any time during regular business hours. However, some appendices within this section may include proprietary information that shall not be released to the general public including personal contact information for staff, detailed security procedures for campus crisis response and campus vulnerability assessment information.

As protected under the Maryland Public Records Act (Government Code 6254 parts *c* and *aa*) and prescribed by LESD Administrative Regulation 1340, the following items will be identified as “**Confidential**”, reviewed only in a closed session of the LESD Board of Education and withheld from public release of the Comprehensive District Safety Plan:

- Any appendices containing personnel information that the disclosure of which would constitute an unwarranted invasion of personal privacy.
- Any appendices prepared to assess District Office and/or school site vulnerabilities to terrorist or other criminal acts intended to disrupt County Office operations.

According to the procedures developed by the Department of Homeland Security and defined in DHS Management Directive 11042.1, the following items will be designated “**For Official Use Only (FOUO)**”, reviewed only in a closed session of the LESD Board of Education and released only for official safety assurances or crisis response use:

- Any appendices containing detailed crisis response information that, if disclosed, would undermine plans or procedures designed to protect students from harm by revealing safety strategies such as but not limited to critical communications systems, crisis response facilities (i.e. command post, staging areas, etc.), and supplies storage.