



SCHOOL SAFETY AND SECURITY TRILOGY IN-PERSON COURSE



COURSE OVERVIEW AND INSTRUCTIONAL GOALS

COURSE LENGTH:	16 Hours (2 Days)
	16 Hours Classroom
	0 Practical Hours

COURSE OVERVIEW

This is a comprehensive course designed to enhance preparedness, response, and recovery in school safety and security. This course is designed for sworn Law Enforcement Officers, school administrators, school resource officers, safety personnel, and emergency managers responsible for the safety of public or private schools or institutions of higher learning. The course will prepare attendees on how to plan and respond to incidents of mass violence. Group discussions, group exercises, and decision-making exercises will be a part of the course; and much more.

INSTRUCTIONAL GOALS

Upon completion of this course the attendee will be familiar with:

1. Emergency Response Planning
2. Security Planning and Vulnerability Assessments
3. Threat Management
4. Training and Drills
5. Active Threat History
6. Crisis Command and Coordination
7. Critical Incident Response
8. Post-Incident Debriefing
9. Reunification
10. Long-Term Recovery



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DAY TO DAY / HOUR TO HOUR AGENDA

DAY ONE

Hours:

0800-0830
0830-0900
0900-1100
1100-1200
1200-1300
1300-1500
1500-1530
1530-1700

Instruction:

Course Overview & Administration
Introduction to School Safety and Security (PowerPoint)
Emergency Response Planning (PowerPoint)
Security Planning & Vulnerability Assessments (PowerPoint)
Lunch (Not Provided)
Threat Management (PowerPoint)
Crisis Training (PowerPoint)
Case Study and Exercise

DAY TWO

Hours:

0800-0830
0830-1000
1030-1200
1200-1300
1300-1400
1400-1515
1515-1530
1530-1430

Instruction:

Day 1 Review and Group Discussion
Incident Response (PowerPoint)
Incident Response continued (PowerPoint)
Lunch break
School Safety Technology (PowerPoint)
Reunification & Recovery (PowerPoint)
Interactive Exercise (PowerPoint)
Course Review, Open Discussion and Course Closeout



COURSE OUTLINE

- I. Preface
 - A. Course Overview
 - B. Instructional Goals
 - C. Agenda
 - D. Definitions for Concepts
- II. Emergency Response Planning
 - A. Ten Scenarios
 - B. Planning Principles and Safety Priorities
 - C. Active Threat Responses
 - i. Run, Hide, Fight
 - D. ABC's of Emergency Planning
 - E. Emergency Drills and Protocols
- III. Security Planning and Vulnerability Assessments
 - A. Physical Protection Systems
 - B. Elements of Layered Security
 - C. CPTED
 - D. Risk Assessment Models
 - E. School Campus Site Survey
 - F. Missteps and Best Practices Related to Security in the K-12 Environment
- IV. Threat Management
 - A. Threat Assessment and Threat Management
 - B. Leakage
 - C. Pathway to Violence
 - D. Common Threat Assessments Used in K-12 Schools
 - E. Multi-Disciplinary Threat Management Teams
 - F. Student Concern
- V. School Safety Technology
 - A. Overview of Technology on the Market
 - B. Baseline of Safety and Security
- VI. Incident Response
 - A. Active Threat History
 - B. Crisis Command and Coordination
 - C. Law Enforcement Incident Response
 - D. Emergency Communications



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- VII. Reunification and Recovery
 - A. Large Scale K-12 Family Reunification
 - B. Planning
 - C. Various Integral Functions
 - D. Methodology
 - E. Best Practices and Lessons Learned
 - F. Recovery

- VIII. Interactive Exercise
 - A. Creating Training Programs for School Safety
 - B. Conducting Exercises for Preparedness
 - C. Types of Exercises
 - D. Tabletop Exercise

- IX. Course Summary & Closeout



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CO-HOST LOGISTICAL REQUIREMENTS

CLASSROOM

- Adequate seating for up to 50 students with tables, good ventilation
- Marker board and markers
- Flip chart paper or digital whiteboard

AUDIO VISUAL

- LCD Projector for computer presentation
- Large projection screen (minimum of 6'x6' screen size)
- Speaker system to connect to laptop for audio
- Extension cord and power strip
- AV table or cart

OTHER

- Access to copier



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STUDENT EQUIPMENT LIST

INDIVIDUAL

- Note taking supplies
- Laptop computer is helpful to the student but not mandatory.
- Student materials will be made available via dropbox link
- Business casual attire may be worn



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NTOA PROVIDED LOGISTICAL ITEMS

INSTRUCTOR PACKET (mailed to co-host)

- Extra registration forms for walk-ins
- Course roster
- Instructor agreements
- Dropbox link for student notebook and resource materials

INSTRUCTOR PACKET (emailed in advance)

- Directions to training site and hotel
- Contact numbers for co-host point of contact

COURSE PRESENTATION MATERIALS

- PowerPoint presentations available on Basecamp for download
- Lesson Plans/Teaching Notes available on Basecamp for download

OTHER

- Laptop computer



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STUDENT NOTEBOOK TABLE OF CONTENTS

SECTION	DESCRIPTION
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|----|---|
| 1. | Introduction |
| 2. | Emergency Response Planning |
| 3. | Security Planning & Vulnerability Assessments |
| 4. | Threat Management |
| 5. | School Safety Technology |
| 6. | Incident Response |
| 7. | Reunification & Recovery |
| 8. | Interactive Exercise |