

THE PREUSS SCHOOL

UC SAN DIEGO

COMPREHENSIVE SCHOOL SAFETY PLAN

9500 GILMAN DRIVE

LA JOLLA, CALIFORNIA 92093-0536

858-822-3000

Dr. Helen V. Griffith, Executive Director
Karin Marsolais, Chief Administrative Officer
Dr. Matthew Steitz, Principal
Nelika-Fai Watson, Vice Principal

Reviewed at Safety Committee Meeting: September 29, 2022
Public Meeting: October 6, 2022 Board of Directors Meeting
PTA Meeting: October 4, 2022

THE PREUSS SCHOOL UC SAN DIEGO SCHOOL SAFETY PLAN

TABLE OF CONTENTS

Criterion 1: Assessing the Current Status of School Crime	3
Criterion 2: Child Abuse Reporting Procedures Pursuant To P.C. 1164 Et Seq.	4
Criterion 3: Disaster Procedures, Routine and Emergency	5
Criterion 4: Policies related to Suspension, Expulsion, or Mandatory Expulsion, and other School-Designated Serious Acts which would lead to Suspension or Expulsion	7
Criterion 5: Notification to Teachers of Pupils Pursuant to Education Code 49079	9
Criterion 6: A Sexual Harassment Policy Pursuant to Education Code 212.6 (b)	10
Criterion 7: The Provision of any School Wide Dress Code Pursuant to Education Code 35183	12
Criterion 8: Procedures for Safe Ingress and Egress of Pupils, Parents, and School Employees to and from School	13
Criterion 9: Safe and Orderly School Environment	13
Criterion 10: Tactical Response	14
Criterion 11: (a, b, c, and d): Safe School Planning Committee Information	15
Appendix A: SITE EMERGENCY / DISASTER PLAN	16
Bells	
Emergency/Disaster When School is NOT in Session	
Emergency/Disaster When School IS in Session	
Other Emergencies	
Imminent Danger	
Disaster Service Work	
Team Assignments	
Emergency Operation Center (EOC) at Lytle Grove	
First Aid Station at location by availability:18	
Search and Rescue Teams at Custodians' Garage	
Parent Communication/Reunion at Grass Field at Parking Lot	
First Aid Team	
Search and Rescue Teams	
Manchester Field/Emergency Assembly Area (EAA)	
Scholar and Staff Responsibility Team	
Parent Communication/Reunion Team	
Scholar Emergency Assembly Area at Manchester Field	
Appendix B: School Crime Data Report	33
Appendix C: Crisis Intervention Plan	34
CLUSTER/ CRISIS RESPONSE TEAM	36
Appendix D: The Preuss School Discipline Policy & Scholar Code of Conduct	40
Appendix E: Threat Assessment Plan	67
Appendix F: Bullying Prevention Policy	68
Appendix G: Suicide Prevention Policy	70
Appendix H: The Preuss School UC San Diego Universal Complaint Form	74
Appendix I: Commercial Sexual Exploitation of Children	76
Appendix J: Report on Suspension	76

Criterion 1: Assessing the Current Status of School Crime

A.

Preuss School Year 2021								
Case #	Date Reported	Time Reported	Occurred Date 1	Occurred Time 1	Day of Week Occurred	Place	Report Type	Summary
2021-0842	9/17/2021	3:43 PM	8/9/2021 - 9/13/2021	Unknown	Monday	PREUSS SCHOOL	261(A)(2) PC - Rape by force/fear/etc	
2021-1131	10/29/2021	11:50 AM	10/29/2021	11:45 AM	Friday	PREUSS SCHOOL	Information Only / Property Damage	Metal door decorated on outside of classroom with paper & lights for Halloween caught fire
2021-1260	11/19/2021	3:36 PM	11/19/2021	3:00 pm - 4:30 pm	Friday	PREUSS SCHOOL	Information Only	Folding knife confiscated from student, turned over to PD
2021-1412	12/8/2021	1031	12/8/2021	10:13 AM	Wednesday	PREUSS SCHOOL	Property Damage	Damage to vehicles windshield when water main break caused a geyser to shoot out rocks and debris
Preuss School Year 2022								
Case #	Date Reported	Time Reported	Occurred Date 1	Occurred Time 1	Day of Week Occurred	Place	Report Type	Summary
2022-0420	3/2/2022	9:19 AM	3/2/2022	9:19 AM	Wednesday	PREUSS SCHOOL	Impound Drugs	3 Marijuana joints confiscated from student
2022-0665	4/15/2022	11:05 AM	4/15/2022	11:00 AM	Friday	PREUSS SCHOOL	5150 WI - PSYCH SUBJECT	Preuss student reported unknown male threatened to fight them in parking lot, male subject walked away
2022-0686	4/19/2022	11:42 AM	4/15/2022	5:00 PM	Friday	PREUSS SCHOOL	243 (a) PC - Battery; 243.4(e)(1) PC - Sexual Battery; 314.1 PC - Indecent Exposure	Known suspect is student/minor is accused of exposing their breasts to fellow students, kissed student several times without their consent, grabbed intimate body part of student against their will
2022-0804	5/6/2022	5:32 PM	5/5/2022	6:00 PM	Thursday	PREUSS SCHOOL	243.4(e)(1) PC - Sexual Battery	Suspect is student/minor accused of touching victim's breasts outside clothing with one hand as suspect ran past victim
2022-0885	5/20/2022	11:24 AM	5/20/2022	11:24 AM	Friday	PREUSS SCHOOL	Information Only	Preuss student reported missing in San Diego the night before, is currently in class
2022-0908	5/23/2022	5:58 PM	5/23/2022	4:00 PM	Monday	PREUSS SCHOOL	422(A) PC - Threaten Crime w/intent: terrorize	Preuss student made verbal threats he was going to shoot a fellow student
2022-0929	5/25/2022	8:15 PM	5/25/2022	2:22 PM	Wednesday	PREUSS SCHOOL	Information Only	Flagged internet search that was made by a Preuss student

School year August 9, 2021 - June 16, 2022

* Those highlighted in yellow involve Preuss Student(s)

2021-2022 Preuss School Incidents

There were no incidents in 2020-21 as a result of remote learning due to the pandemic.

Suspensions/Expulsions

	2018-19	2019-20	2020-21	2021-2022
Suspensions	22	16	19	36
Expulsions	2	0	0	0

B. Site Response to school crime data: 33% of Police incidents involved safety checks on scholars with suicidal ideation. All UC San Diego Police officers have PERT training, and collaborate with counselors, therapists and psychologists at The Preuss School. Over the last

three years, the number of suspensions has remained consistent. There has been a significant reduction in the amount of expulsions.

Criterion 2: Child Abuse and Neglect Reporting Procedures Pursuant To Penal Code 11164-11174.3 and University of California policies on Reporting Child Abuse and Neglect.

A. All teachers, instructional aides, teacher's assistants, classified employees, administrative officers, supervisors of child welfare and attendance, certified scholars, personnel employees, day care center administrators, licensed day care workers, physicians, psychiatrists, psychologists, dentists, and licensed nurses are required to report suspected child abuse. Other employees may also be Mandated Reporters.

B. A Mandated Reporter must make three reports whenever they, in their professional capacity or within the scope of their employment, observe or have a Reasonable Suspicion, as CANRA defines that term, of Child Abuse or Neglect. These reports include making two external reports and one internal report.

A Mandated Reporter must immediately, or as soon as practicable:

1. Call the Child Abuse Hotline at (800) 344-6000 / (858) 560-2191 and one of the following local law enforcement agencies:
 - A. UC San Diego Police Department: 911 or (858) 534-HELP; or
 - B. San Diego Police Department: 911 or (619) 531-2000 or (858) 484-3154; or
 - C. San Diego County Sheriff's Department: 911 or (858) 565-5200;

AND

2. Submit Form 8572 within 36 hours to the County of San Diego, Child Welfare Services, HHSA Child Abuse Hotline using one of the following three methods:
 - A. Fax to: (858) 467-0412;
 - B. Mail to: Child Welfare Services/Hotline, 8911 Balboa Ave, San Diego CA, 92123; Or
 - C. Via Web to: a web-based system link through the MRA (Mandated Reporter Application), which they will receive after making their phone report to the Child Abuse Hotline.

See <https://www.sdcdca.org/helping/mandated-reporting> for more information.

AND

3. Report observed or suspected Child Abuse or Neglect internally to the University of California Whistleblower Hotline or to their supervisor. If reported to a supervisor, the supervisor must make the report to the University of California Whistleblower Hotline.

- A. By telephone at: (800) 403-4744; or
- B. Online at: universityofcalifornia.edu/hotline.

The report may be anonymous; however, providing contact information for the Mandated Reporter may expedite the University's ability to follow-up on the report.

This internal reporting requirement applies to all Mandated Reporters, as well as (1) Faculty and Staff Assistance Programs clinicians or staff and victim advocates employed by or volunteering in the CARE at the Sexual Assault Resource Center when providing counseling services or in any other aspect of their employment; and (2) Mandated Reporters at any UC San Diego healthcare facility who observe or suspect Child Abuse or Neglect by a person they believe to be a UC San Diego Employee, Student, Volunteer or affiliate, including vendors or contractors.

Mandated Reporters at any UC San Diego healthcare facility who observe or suspect Child Abuse or Neglect in the context of their delivery of clinical services must also comply with any internal reporting obligations set forth in the facilities' local bylaws and policies, including UC San Diego Health Policy 305.4, Abuse Screening, Assessment, and Reporting.

C. Staff attends in-service workshops at our Friday Staff Development days. Scholars learn about the procedures through the University Prep curriculum, mentioned above in Criterion 1.

D. Please refer to the [University of California Policy on Child Abuse and Neglect Reporting](#) and [UC San Diego Policy and Procedure Manual 200-26](#), Reporting Child Abuse and Neglect Procedures.

Criterion 3: Disaster Procedures, Routine and Emergency

Reference The Preuss School UC San Diego Disaster/Emergency Plan Procedures

A. The Site Disaster Plan has been developed to provide for the safety of scholars, staff, visitors, buildings, equipment, and supplies. It includes the organization of staff to address an emergency, a system of warnings, instruction and preparation of scholars, and appropriate drills.

B. A "No False Drills" policy has been adopted at The Preuss School UC San Diego. In the event of a "false alarm", all staff members are aware that staff and scholars will take the appropriate action (duck and cover, evacuate, or go into lockdown mode). Staff and scholars will remain in a safe assembly area (either out on the field or in lockdown locations) until an all clear is given.

C. 911 telephone calls can be made by any staff member based on the type of emergency. When a staff member makes a 911 emergency telephone call the following procedures will be adhered to:

- The staff member making the telephone call identifies him/herself and gives the room number from which the call is being made. Each phone also has its own number which appears on caller ID screens.
- The staff member placing the 911 call should remain on the telephone as long as the emergency dispatcher needs them.
- After completing the emergency telephone call, the staff member will immediately notify the main office of the school giving the nature of the emergency and requesting help from administration. If the staff member needs to remain on the telephone line during the emergency, and if safe to do so, that staff member should send a responsible scholar to a neighboring teacher for help.

D. Medical Emergencies

- Front office will produce demographic report on victim from database for first responders
- School administrator, nurse or counselor will contact parent/guardian with information including hospital the scholar will be transported to.

E. Lockdown Procedures:

In the event of a Lockdown situation all staff members are to follow established Lockdown Procedures as explained in the Staff Emergency/Disaster Plan Handbook. A Lockdown is a major disturbance on campus or in the immediate neighborhood (such as but not limited to, a terrorist or sniper attack, a SWAT action, a civil riot, a hazardous spill, a house fire, or an automobile accident). Signal:

- Telephone call to office from police or from other reliable sources.
- One continuous ringing bell.
- The administrative team/security team will personally alert each staff member in the classrooms when it is safe to exit from lockdown.

Action:

- Scholars will remain in, or immediately return to classrooms.
- PE classes holding instruction outdoors will immediately enter any available classroom. If signal comes before school, scholars go quickly to their first class.
- If signal comes anytime during the instructional day and/or as dismissal is in progress, scholars are to return to their classrooms and wait for instructions.
- All doors and windows are to be locked during this emergency. Close all shades and/or blinds.

All Clear:

- Verbal instructions will be given.
- The administrative/security team will go from room to room giving the all clear.

Information about the location of our bells, radios, utility shutoffs, drill schedule, procedures for sweep of rooms, master key locations, and the assigned duties during an emergency are located in Appendix B.

F. Stay Put/Secure Campus

- When threat is not in the immediate vicinity of school
- Classroom PA system will alert all
- Doors and gates secured
- Scholars may continue academic activities in secured classroom
- Scholars may not leave classrooms without escort

Criterion 4: Policies related to Suspension, Expulsion, or Mandatory Expulsion, and other School-Designated Serious Acts which would lead to Suspension or Expulsion

A. Suspension is defined as removal of a scholar from ongoing instruction for adjustment purposes.

B. Expulsion is defined as removal of a scholar from the immediate supervision and control or general supervision of school personnel as provided in California Education Code 48900.

C. The Principal / Principal's designee may suspend a scholar from school for a maximum of five consecutive days for any single cause listed on the school's suspension form. Before suspending a scholar for any of the reasons "starred" on the "Report of Suspension", the Principal or Principal's designee shall immediately notify UC San Diego Police Services, who shall initiate an investigation, and/or notify the San Diego Police Department of any assault or possession of a firearm (as defined in Penal Code Section 240). The Principal or the Principal's designee should detain the scholar at school, when feasible and without physical force, until a school police officer obtains a statement from the scholar.

Reasons for Expulsion

If a student's behavior falls under any of the outlined reasons for suspension, he or she may also be recommended for expulsion by the principal or designee. The Zero Tolerance Policy is designed to make the School safe for students and create an appropriate learning environment. "Zero tolerance" means the rules are strictly enforced for everyone: no excuses or exceptions. Under this Zero Tolerance Policy, the Principal must recommend expulsion if students engage in the following prohibited conduct on school campus or at a school-sponsored activity, whether on or off campus and whether during class time, recess or lunch or before or after school hours:

1. Use, possession or brandishing of a weapon. Examples of "weapon" include a firearm, pistol replica, starter pistol, stun gun, BB gun or pellet gun, a knife of any size or type, a dirk, dagger, razor, slingshot, or any explosives or fireworks. The Principal may determine that any other

object used in a dangerous manner is a “weapon” for purposes of this rule.

2. Repeated incidents of violent acts or causing serious injury to another person.
3. Attempting to commit or committing a sexual assault and committing a sexual battery.
4. Selling, furnishing or knowingly using or possessing alcohol, tobacco or any drug other than one prescribed for the student’s use.

The Principal may recommend expulsion if the student engages in prohibited conduct on the way to or from school, or to or from a school activity, on the school bus or a school van or otherwise under the auspices of the school. Expelled students will not be readmitted to the Preuss School.

Expulsion Process

Within thirty school days of the principal’s or designee’s determination to recommend expulsion, the student is entitled to a hearing. The student receives written notice of an expulsion hearing at least ten days prior to the hearing. This notice includes:

- Date and place of the hearing.
- The specific facts and charges upon which the proposed expulsion is based.
- A copy of the district disciplinary rules which relate to the alleged violation.
- Explanation of the right for the student or student’s parent or guardian to appear in person, or to obtain and be represented by an attorney or advocate.
- Explanation of the right to inspect and obtain copies of all documents to be used at the hearing.
- Explanation of the right to confront and question all witnesses who testify at the hearing, and to question all other evidence presented.
- Explanation of the right to present evidence on the student’s behalf, including witnesses.

A student is entitled to one postponement of an expulsion hearing. Once the hearing has started, it must be conducted without any unnecessary delay. A parent or guardian may also choose to waive their rights and agree to a stipulated decision.

The Expulsion Hearing Process

School administrators appoint an Expulsion Review Panel to conduct the hearing to consider the recommendation to expel a student. The panel is made up of at least three members. These members may be UC San Diego faculty, administrators or currently employed or retired certificated staff members, such as counselors, teachers, vice principals or principals. The meeting is closed to the public unless the student or student’s parent or guardian submits a written request that the hearing be conducted in public. Hearings may be taped recorded and students have access to written materials presented to the panel. At the end of the hearing, several different actions may take place:

- If the Expulsion Review Panel decides not to recommend expulsion, the proceedings are terminated and the student is immediately reinstated. The School will inform the parent or guardian of the panel’s decision. A decision not to recommend expulsion is final.

- If the Expulsion Review Panel decides to recommend expulsion, the recommendation is forward to the Preuss School Board.

Upon reviewing the recommendations, the Preuss School Board will either support the recommendation and order the expulsion, or reject the recommendation and suspend the expulsion order. If the Board rejects the expulsion, the student will immediately be reinstated to the School.

No student shall be involuntarily removed by the School for any reason unless the parent or guardian of the student has been provided written notice of intent to remove the student no less than five schooldays before the effective date of the action. The written notice shall be in the native language of the student or the student’s parent or guardian or, if the student is a foster child or youth or a homeless child or youth, the student’s educational rights holder, and shall inform him or her of the right to request a hearing adjudicated by a neutral officer before the effective date of the action.

The Preuss School UC San Diego has developed a scholar Safety Plan, which includes the scholar Code of Conduct, the Discipline Policy, the Honesty Policy, and the Scholar Retention Policy. The Plan delineates expectations for behavior as well as restorative strategies to correct behavior. With respect to discipline, in practice, the School follows a restorative justice and progressive discipline approach with level 4 behaviors suspension or even expulsion after appropriate investigations. No scholar can be suspended or expelled solely because of poor grades. Each scholar and parent or guardian is given a copy of the Scholar Code of Conduct. Signed acknowledgements are retained on file at the School. Scholars suspended from the school, and recommended for expulsion, will receive due process in the form of a review panel. Following is a list of items that may lead to suspension or expulsion.

1. Level 4: A Level 4 behavior requires immediate intervention and administrative involvement with written documentation of interventions previously in place. Level 4 behaviors involve immediate suspension and a mandatory recommendation for expulsion. Formal documentation and parent/guardian communication are required. A Level 4 behavior is formally known as a Zero Tolerance behavior. A Level 4 behavior may result in an immediate suspension or expulsion.
 - Committed or attempted to commit a sexual assault *^
 - Continued Level 3 behavior
 - Possessed/sold/furnished a firearm ^
 - Possessed/sold/furnished an explosive ^
 - Brandished a knife to another person ^
 - Unlawful possession or sale of a controlled substance ^

* Should also be reported to San Diego’s OPHD

^ MUST be reported to UC San Diego Police Department

Criterion 5: Notification to Teachers Pursuant to Education Code 49079

- 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 Education

Code 49079 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.

Any information transmitted pursuant to Education code 49079 shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the recipient of such information.

B. The Preuss School UC San Diego Procedures:

1. The Principal, upon receipt of information, will notify the Vice Principal. The Vice Principal will notify the counselor and the appropriate teachers with a written copy notification. Specifics related to the stated will be given to all school personnel who need to know.
2. The administration, counselors, and parents of the scholar, will meet to formulate a Support Plan for the identified scholar. The plan will consist of expectations in behavior and support by the parents. The school will list appropriate supports and interventions to assist scholars in being successful and to protect the safety and rights of staff and other scholars.
3. If the identified scholar is being served under a current Individual Education Program (IEP) all proper procedures will be followed to adhere to the intent of the law and the rights of the individual scholar. Staff and scholar safety will be of paramount concern while ensuring the IEP rights of the scholar. In the event that staff and scholar safety are compromised by the IEP, a representative from the school's Special Education Department will be consulted to investigate the situation and recommend alternative placement for the scholar.

Criterion 6: Sexual Harassment Policy

NOTICE OF SCHOLAR NONDISCRIMINATION

The Preuss School UC San Diego is committed to equal opportunity for all individuals in education. The Preuss School's programs and activities shall be free from harassment, discrimination or bullying based on sex, sexual orientation, gender, gender expression, gender identity, ethnic group identification, race, ancestry, national origin, religion, color and mental or physical disability or any other unlawful consideration. The Preuss School shall promote programs which ensure that discriminatory practices are eliminated in all school activities and will take steps to ensure that the lack of English proficiency will not be a barrier to admission and participation in school programs.

Any scholar who engages in prohibited harassment, discrimination or bullying of another scholar or anyone from The Preuss School may be subject to disciplinary action up to and including expulsion. Any employee who permits or engages in harassment, discrimination or bullying of a scholar may be subject to disciplinary action up to and including dismissal.

Any scholar or parent/guardian who feels that harassment, discrimination or bullying has occurred should immediately contact a teacher or the Principal for resolution at The Preuss School.

SCHOLAR SEXUAL HARASSMENT POLICY

The Preuss School is committed to making the school free from sexual harassment. This means that The Preuss School prohibits harassment by someone from or in the educational setting. Sexual harassment can include such actions as unwelcome sexual advances, requests for sexual favors, or verbal, visual, or physical conduct of a sexual nature made by someone from or in the educational setting.

The Preuss School prohibits conduct that has the purpose or effect of having a negative impact on the scholar's academic performance, or of creating an intimidating, hostile, or offensive educational environment.

The Preuss School further prohibits sexual harassment in which a scholar's grades, benefits, services, honors, program or activities are dependent on submission to such conduct.

Scholars should report any sexual harassment to the school Principal, Vice Principal, counselor, or teacher. Scholars who violate this policy shall be disciplined appropriately. This includes suspension or possible expulsion.

The Preuss School encourages reporting of any harassment, discrimination or bullying issues and will attempt to resolve issues promptly and fairly. For questions or additional information please call **(858) 822- 2282**.

EMPLOYEE SEXUAL HARASSMENT POLICY

Employees are governed by the [University of California's Policy on Sexual Violence and Sexual Harassment](#).

TO FILE A DISCRIMINATION OR SEXUAL HARASSMENT COMPLAINT

- 1. Filing a complaint:** A complaint may be filed by a scholar or parent/guardian by contacting The Preuss School Principal for resolution of the complaint at the school. Alternatively, a complaint may be filed by contacting Helen Kaiser, Associate Director and Deputy Title IX Officer at UC San Diego Office for the Prevention of Harassment & Discrimination. (858) 534-8298 or OPHD@ucsd.edu
- 2. Investigation:** The Preuss School will immediately undertake a thorough and objective investigation of a complaint of harassment, discrimination or bullying and provide a written response within sixty (60) days of when the complaint is filed.
- 3. Action:** If the school determines that its policies prohibiting harassment, discrimination, bullying or retaliation have been violated, disciplinary action, up to and including expulsion will be taken.

The person filing the complaint may also pursue action in civil court.

The Preuss School prohibits retaliation against any participant in the complaint process. Each complaint shall be investigated promptly and in a way that respects the privacy of all parties concerned.

Criterion 7: School Wide Dress Code Pursuant to Education Code 35183

A. The Preuss Board finds the wearing of gang-related signs, insignia, distinctive modes of dress denoting gang affiliation, and gang related behaviors by scholars constitute a substantial disruption of school and school-related activities, a regulation of scholar dress is necessary for the health and safety of the school environment. In conformance with the school's discipline policy, each school community shall establish a school dress and behavior code which will eliminate gang-related behavior.

The purpose of the Preuss School dress code is to establish a neat appearance and avoid disruptions in the school environment. The dress code also establishes a sense of community and team spirit. To belong to The Preuss School is to identify you as a motivated individual willing to work harder to achieve your dreams. Each scholar is provided a Preuss polo upon enrollment. No pupil shall be penalized academically or otherwise discriminated against or denied attendance to school if the pupil's parents choose not to have the pupil comply with the school dress code policy. An opt-out form is available in the front office.

Dress Code

The Preuss School UC San Diego has a dress code to establish a professional appearance and avoid disruptions in the school environment. The dress code also establishes a sense of community and team spirit. Each scholar is provided a Preuss polo upon enrollment. No pupil shall be penalized academically or otherwise discriminated against or denied attendance to school if the pupil's parents choose not to have the pupil comply with the school dress code policy. An opt-out form is available in the front office. **All components of your chosen attire should comply with the school colors (blue, maroon, khaki) and be non distracting to our school culture.**

Tops: Scholars must wear a maroon or navy polo or white button-down shirt containing The Preuss School UC San Diego embroidery.

Bottoms: Scholars can wear slacks, shorts, skorts, skirts, or capri pants in **khaki** (a light tan), **or navy**. Bottoms must fit in such a way that natural/normal movement is not prohibited or restricted. Bottoms must be of a length and fit that undergarments remain completely covered at all times.

Shoes and Socks: Shoes must be closed-toed and heeled for safety reasons.

Outer garments (jackets, coats, sweaters, sweatshirts, etc.):

- Must be navy or maroon in color with "The Preuss School UC San Diego" embroidered on the front or plain without name brand logo
- School-approved outer garments for clubs and activities are allowed.

Headwear (including hoods): May be worn for religious or weather-related needs. Hoods should not be worn indoors

All new, incoming scholars are provided with a free set of uniforms upon enrollment.

If during the school year a family needs financial assistance with uniforms, they are directed to contact the front office.

All dress code concerns are recorded in our Scholar Information System and shared with parents, administration, and teachers as necessary.

Criterion 8: Procedures for Safe Ingress and Egress of Pupils, Parents, and School Employees to and from School

Reference Emergency/Disaster Procedures, and Site Maps at each exit of the school classrooms, common rooms, and offices, as well as on the outside of each building.

- A. Site Emergency preparedness plans shall include site map, which designates planned evacuation routes, assembly areas, utilities shut-off valves, first aid/supply stations, and designated areas for prolonged scholar/staff care.
- B. As required by state law, each Principal/Site Administrator shall conduct safety drills (including fire, earthquake/disaster preparedness, bus safety, and campus emergencies) and maintain a record of each drill.
- C. All scholars and staff shall review site evacuation procedures including primary/alternate routes and assembly areas, assigned responsibilities, and action to take.
- D. Refer to the Site Emergency/Disaster Plan in Appendix B for emergency procedures, maps, and evacuation routes.

Criterion 9: Safe and Orderly School Environment

- A. Teachers shall be responsible for classroom discipline, which will ensure a proper learning environment for all scholars. Every teacher in the public schools shall hold pupils to a strict account of their conduct on the way to and from school, on the campus, during breaks, and in the classroom.
- B. All pupils shall comply with regulations, pursue the required course of study, and submit to the authority of the teachers of the school. (Education Code Section 48908)
- C. Scholars are to be under direct supervision of a staff member at all times while in school, or while attending a school directed activity.
- D. All scholars enrolled at The Preuss School UC San Diego are expected to adhere to the guidelines of "The Preuss School Scholar Code of Conduct". The Preuss School Scholar Code of Conduct and The Discipline Policy are located in Appendix D.
- E. It is the Principal's responsibility to maintain good discipline in accordance with the Education Code, California Administrative Code, and school-wide regulations and procedures promulgated by the Superintendent for measurement of citizenship and development of good discipline. The

Principal may delegate to the Vice Principal or to any teacher those duties necessary for maintenance of good scholar conduct.

F. Parents are expected to cooperate with school authorities in maintaining and encouraging proper standards of behavior for their children.

G. The Discipline Policy is reviewed with scholars in their University Prep classes. Scholars review the policy with their parents, and their parents are required to sign that they have reviewed the policy with their child.

Criterion 10: Tactical Response

1. Violence Prevention efforts:

- University Prep Program and smaller learning communities
- Commitment to Trauma Informed Care and Restorative Practices embedded in WASC action plan

2. Proactive Steps:

- Positive School Culture
- Mental Health Staffing
- Restorative Approach
- Bullying Prevention Policy

3. Reactive Steps:

- Lockdown
- 911

4. Staff and Scholar Training/Exercises

- Lockdown Drill annually
- Stay Put/Secure Campus Drill starting in 2020
- Run, Hide, Fight Training with UC San Diego Police starting in 2020

5. First Responder Collaboration

- Campus walkthrough with UC San Diego Police
- Campus walkthrough with Fire Department

-Criterion 11 (a, b, c, and d): Safe School Planning Committee information
School: THE PREUSS SCHOOL UC SAN DIEGO

Date: November, 2019

Criterion 11a:

Comprehensive Safety Plan developed by the Safety Committee

School Safety Planning Committee Membership

- | | |
|--------------------------|------------------------------|
| 1. Dr. Helen V. Griffith | Executive Director |
| 2. Dr. Matthew Steitz | Principal or designee |
| 3. Nelika-Fai Watson | Vice Principal |
| 4. Karin Marsolais | Chief Administrative Officer |
| 5. Danielle Agilam | Teacher |
| 6. Fariba Sedaghat | Finance/HR Specialist |

Criterion 11b:

Law Enforcement consulted with: UC San Diego Police

Fire Department consulted with: UC San Diego Assistant Fire Marshals

Criterion 11c:

Public Meeting Date: October 4, 2022

Criterion 11d: Annual Review Date: September