Beginning the Planning Process - Resource Section

1. Authorities and References:
   a. Authorities:
   b. References:
      2) _(Insert name of School District’s County Name here)___________________ Emergency Operations Plan, dated _(Insert date of latest plan here)______________
      3) _(Insert Each School Building’s Municipality Name here)___________________Emergency Operations Plan, dated ______________________________
      4) _(Insert School District’s County Name here)___________________________ County’s Hazard Vulnerability Analysis
      5) _(Insert Each School Building’s Municipality Name here)____________________ Municipality’s Hazard Vulnerability Analysis
      6) NFPA 1600: Standard on Disaster/Emergency Management and Business Continuity Programs

2. Key Words:
   a. Safety Committee - Comprehensive School District/School level steering committee responsible for all aspects of school safety, emergency planning, and emergency management. It should not be considered a safety committee concerned only with workers’ compensation and injury reduction. Other terms for this committee may be Crisis Management Team, Emergency Management Planning Committee, School Safety Coordinating Team, etc.

3. Websites:
   a. Pennsylvania Center for Safe Schools: www.safeschools.info
   b. Pennsylvania Department of Education: www.pde.state.pa.us
   c. Pennsylvania Department of Public Welfare: www.dpw.state.pa.us
   d. Pennsylvania Emergency Management Agency: www.pema.state.pa.us
   e. Pennsylvania Pandemic Planning Toolkit for Schools: www.pandemicflu.state.pa.us
   f. ReadyPA: www.readyPA.org

4. **Recommended Readings:**

5. **Sample Resources:**
   a. School Safety Incident Collection Form Page 17 - 23
   b. School District Safety Committee Membership List Page 24
   c. School Building Safety Committee Membership List Page 25