



SCHOOL SAFETY

Campus Visitors:

- For the safety of students and staff, we Carver Elementary Operates as a Closed Campus. At no time may visitors enter the campus without approved authorization.
- All visitors, which include District employees other than Carver staff members must enter through the main gate leading into the main office.
- Visitors that have appointments with a teacher or staff member will need to be checked in with a valid ID, Driver's License, or Permanent Resident Card.
- Visitors do not have clearance to roam the campus unattended before or after appointments.
- Parent Volunteers will also need to be checked in with a valid ID, Driver's License, or Permanent Resident Card.
- All campus visitors and volunteers will need to physically sign-out from the main office upon departure.
- Visitor badges must be returned to the main office.
- Long-term volunteers may not be arranged by anyone other than the site administrator. Long-term volunteers will need to have prior administrative approval and will need to undergo additional security clearances from School Police and the District Office.

Emergency Practice Drills & Safety Team

Student safety will always be a high priority at Carver Elementary. To best prepare for an emergency, staff and students participate in monthly emergency practice drills throughout the year. Emergency practice drills teach our students how to respond in the case of an earthquake, fire, or an intruder on campus.

To best prepare, a safety committee comprised of staff and parents review, revise, and approve a comprehensive school safety plan on an annual basis. The plan covers:

- Fire Drill Procedures
- Earthquake Procedures
- Bomb Threat Procedures
- Lock Down Procedures
- Threats occurring inside of the school (intruder on campus and active shooter)
- Lock Out Procedures
- Potential threats occurring outside of the school
- Student Drop Off & Pick Up Procedures
- Emergency Supply Inventory
- Emergency Disaster Preparedness & Emergency Team Assignments
- Emergency Operation Center Team
- First Aid and Psychological Response Team
- Search & Rescue Team
- Site Security Team
- Fire Control Team
- Student Supervision & Assembly Team
- Utility Availability and Damage Control Team
- Parent Communication and Reunification Team

****In the event of any real emergency, NO STAFF MEMBER shall be released from duty until the entire campus situation is under control and the Emergency Operation Center or law enforcement verifies their release.***

During an emergency practice drill, all authorized school visitors are required to participate. The main office will also be locked and no visitors will be allowed to enter until the end of the drill. Staff and parents are provided with an emergency practice schedule at the beginning of the school year.

Accidents & Injuries

Carver staff will handle minor accidents/injuries sustained during the day, and are only allowed to use soap, water, ice, and Band-Aids. Parents will be notified of these incidents. If there is a serious injury to a child, the parent will be contacted immediately. If we cannot reach a parent, 911 will be called and the child may be transported to the designated emergency center while under the supervision of the site administrator or designee.

Child Abuse Reporting

Staff of the Santa Ana Unified School District are required by law to report cases of known or suspected child abuse and neglect whenever staff has a reasonable suspicion the child has been the victim of child abuse or neglect. Reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. Staff may not investigate to confirm the suspicion. Both the staff name and the report itself are confidential and cannot be disclosed except to authorized agencies.

Student Confidentiality

In the event of an accident or incident between students, all student information will remain confidential to parties involved. SAUSD staff will only answer questions and share information with parents regarding their own child.

2022 -2023 Emergency Practice Drill Calendar

2023	2024
August 15: Earthquake & Fire	January 23: Earthquake & Fire
August 18: Lockdown	January 30: Lockdown
September 12: Fire	February 6: Fire
September 21: Lockdown	February 22: Lockdown
October 10: Lockdown	March 5: Fire
October 19: Great Shakeout - Earthquake	March 19: Lockdown
November 7: Fire	April 23: Earthquake & Fire
November 30: Lockdown	April 30: Lockdown
December 5: Fire	May 3: Fire
December 15: Lockdown	May 7: Lockdown

*** Emergency practice drill times are to remain unannounced. All approved visitors at the time of a practice drill are expected to participate. The office will be closed during all emergency practice drills and will reopen after drills are concluded.**