



West Orange Public Schools

Strengthening Our Schools!

**SECURITY AND
EMERGENCY
MANAGEMENT
ASSESSMENT 2019**

Public Schools

Westfield Public Schools
 Essex County Donald M. Payne, Sr. School of Technology
 Essex County Vocational Technical Schools – West Caldwell Campus
 Essex County Vocational Technical Schools – Newark Tech Campus
 East Hanover Township Public Schools
 East Windsor Regional School District
 Metuchen School District
 Guttenberg School District
 Morris School District
 Lake Lehman Public School District (Pa.)
 Wayne Public Schools
 Rye City School District (NY)
 Montclair Public Schools
 Glen Ridge Public Schools
 Ridgefield Schools
 West Milford Public Schools
 Cranford Public Schools
 North Hunterdon-Voorhees High School District
 Ramapo-Indian Hills Regional High School District
 Rutherford School District
 Franklin Lakes School District
 Millburn School District
 West Orange School District

Colleges/Universities

Rutgers University
 Kean University
 Middlesex County Community College
 Union County College
 Hudson Co. Comm. College
 Advantage Career Institute

Houses of Worship

Millington Baptist Church
 Calvary Chapel/Christian School - Old Bridge
 Union Congregational Church and Nursery
 Our Savior's Lutheran Church/Hill Farm Pre-School
 Westfield Friends School/Chapel

Government Agencies

Union County Prosecutor's Office
 Morris County Sheriff's Office
 Warren County Dept. of Human Services



Independent Schools

Archdiocese of Newark Schools
 Christian Brothers Academy/Lincroft
 Moorestown Friends School
 Daytop New Jersey School and Treatment Facility
 Eastern Christian Schools
 Trinity Hall School
 Greens Farms Academy (Ct.)
 Immaculate Conception School
 Mastro Montessori Academy
 Doane Academy
 Hill Farm Pre-School (Ct.)
 Rye Country Day School (NY)
 Union County Educational Services Commission
 Westfield Friends School
 Pennington School
 Kent Place School
 Immaculata High School
 Union County Vocational Technical Schools
 Bergen Center for Child Development
 Calvary Christian School - Old Bridge
 Union Congregational Nursery
 Montclair Kimberley Academy
 Saddle River Day School

Manufacturing

Polycel Structural Foam
 Chemetall/BASF
 Allergan Pharmaceuticals
 Ellementis

Insurance Companies

New Jersey School Insurance Group
 Humana/NYC

Security Contractors

CRG/The Rodgers Group
 ESS Security
 Gateway Security

Violence Prevention, Security, Emergency Management, Fire Safety, Regulatory Compliance



Healthcare Facilities & Affiliates

Atlantic Health System
 Bergen New Bridge Medical Center
 Holland Christian Nursing Home
 American Surgisite
 Central New York Eye Center/Poughkeepsie
 Albany Regional Eye Surgery Center
 Morristown Medical Center
 Overlook Medical Center
 Overlook Medical Center/Union Campus
 Chilton Medical Center
 Newton Medical Center
 Atlantic Rehabilitation Institute
 St. Joseph's Hospital & Medical Center-Paterson
 CentraState Medical Center
 St. Joseph's Wayne Hospital
 East Orange General Hospital
 Robert Wood Johnson University Hospital-
 Hamilton
 Somerset Medical Center
 Hunterdon Medical Center
 John F. Kennedy Medical Center
 Columbus Hospital
 Morris Plains IT Operations Center
 Mountainside Hospital/Merit Healthcare System

Financial Institutions

Valley National Bank
 Bank Of New Jersey

Libraries

Westfield Memorial Library
 Montclair Public Library

Real Estate Development

Atlantic Reality Development
 Secaucus Xchange Apartment Complex
 21st Avenue Commerce Center – Myrtle Beach
 Harmon Cover Towers

Affiliations / Memberships

Morris County Active Shooter Task Force
 NJ Homeland Security Active Shooter Task Force
 Association of Threat Assessment Professionals
 NJ Hospital Association Emergency Preparedness Task Force
 Business Executives for National Security Operating Council
 New Jersey Business Force Security Council
 Essex County Chiefs of Police Association
 Union County Crime Stoppers
 Morris County Crime Stoppers
 UASI- Urban Area Security Initiative Hospital Committee
 NJ Hospital Association Emergency Preparedness Advisory Committee
 NJ Healthcare Coalition Executive Steering Committee
 Northwest NJ Healthcare Emergency Preparedness Coalition
 Montclair Civil Rights Commission
 Medical Coordination Center: Northwest Regional Center
 Association of Threat Assessment Professionals
 NJ Association of Independent Schools



BEST PRACTICE INITIATIVES

- ✓ *The Superintendent, District Leadership, all Principals, school staff and Security Officers demonstrated knowledge and commitment to the safety of students, teachers and schools.*
- ✓ *WO Police, WO Schools, Chief Abbott and Acting Superintendent Eveny de Mendez have an excellent relationship, including an outstanding SRO program*
- ✓ *Students reported a climate where they would report a student in distress*
- ✓ *Building Maintenance, especially of the older buildings, is excellent.*
- ✓ *Forced-entry-resistant glazing has been installed on Main Entry Doors.*
- ✓ *Collaborative Response Graphics (CRG) are part of the WOPD emergency response procedures*
- ✓ *All schools are equipped CCTV cameras. Camera views were excellent and are actively monitored*
- ✓ *The High School utilizes a door alarm system to monitor perimeter doors*
- ✓ *Unused lockers are secured at the High School and Middle Schools.*
- ✓ *A Visitor Management System is in use at the High School*
- ✓ *Lockdown straps have been installed on some assembly area doors.*
- ✓ *Tape has been used at Liberty to designate ‘Hard Corners’ in classrooms*
- ✓ *Doors (interior and exterior) are clearly marked to enhance emergency response.*
- ✓ *All schools have red emergency phones that are independent of the voice over IP system*
- ✓ *Per the Director of Technology, the district is currently implementing Gaggle software which uses a proprietary Anti-Pornography-Scanner (APS)*
- ✓ *Schools close for Election Day*
- ✓ *Mt. Pleasant School , Kelly School Missing Child Plans are excellent*
- ✓ *“Not an Exit” signage posted on all doors that do not provide emergency egress*
- ✓ *Updated Risk Assessments were completed in 2019*



West Orange Public Schools
Strengthening Our Schools!



ALL HAZARDS

‘PREVENTION /EARLIEST WARNING’: The earliest opportunity to prevent and/or detect a harmful event:

- ✓ Target Hardening
- ✓ Technology
- ✓ Staff Training: Awareness to detect precursors and report dangerous conditions at the earliest opportunity
- ✓ Emergency Plans and Procedures



‘EARLIEST ALERT’: The earliest, most efficient, effective redundant methods to alert staff and students of an approaching dangerous condition and the recommended actions to take.

- ✓ Communication technology, training and procedures



‘EARLIEST NOTIFICATION’: The earliest, most efficient, effective and redundant methods to notify Emergency Responders and direct them to the exact location where they are needed

- ✓ Technology, plans, training and procedures



CLASSROOM LOCKS

Classroom doors have easy to use Corridor Style Locks allowing teachers or students to quickly lock classroom doors without the need for a key.

- ✓ **BEST PRACTICE:** WOHS Pre-K maintains doors closed and locked at all times.
- ✓ **BEST PRACTICE:** Shades have been installed on classroom and assembly area window panes.
- ✓ **BEST PRACTICE:** Straps have been installed on assembly room doors.
- ✓ **BEST PRACTICE:** Liberty use of tape to depict 'Hard Corners'

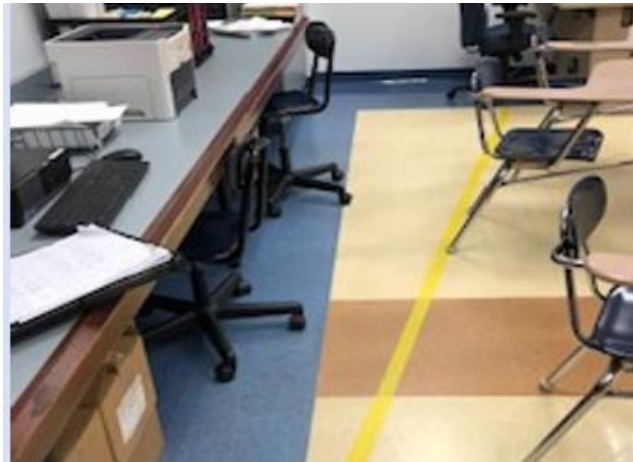
RECOMMENDATION

Classroom doors should be maintained in a locked and closed position during the school day to facilitate locking classroom doors in a crisis.

Per the National School Shield Task Force Report: "Ensure classroom doors are locked during class time, this policy facilitates rapid lockdowns."



SHADE/ STRAP



LIBERTY 'HARD CORNERS'

Lockdown Assembly Areas: Cafeteria, Gym, APR, Auditorium, Main Office

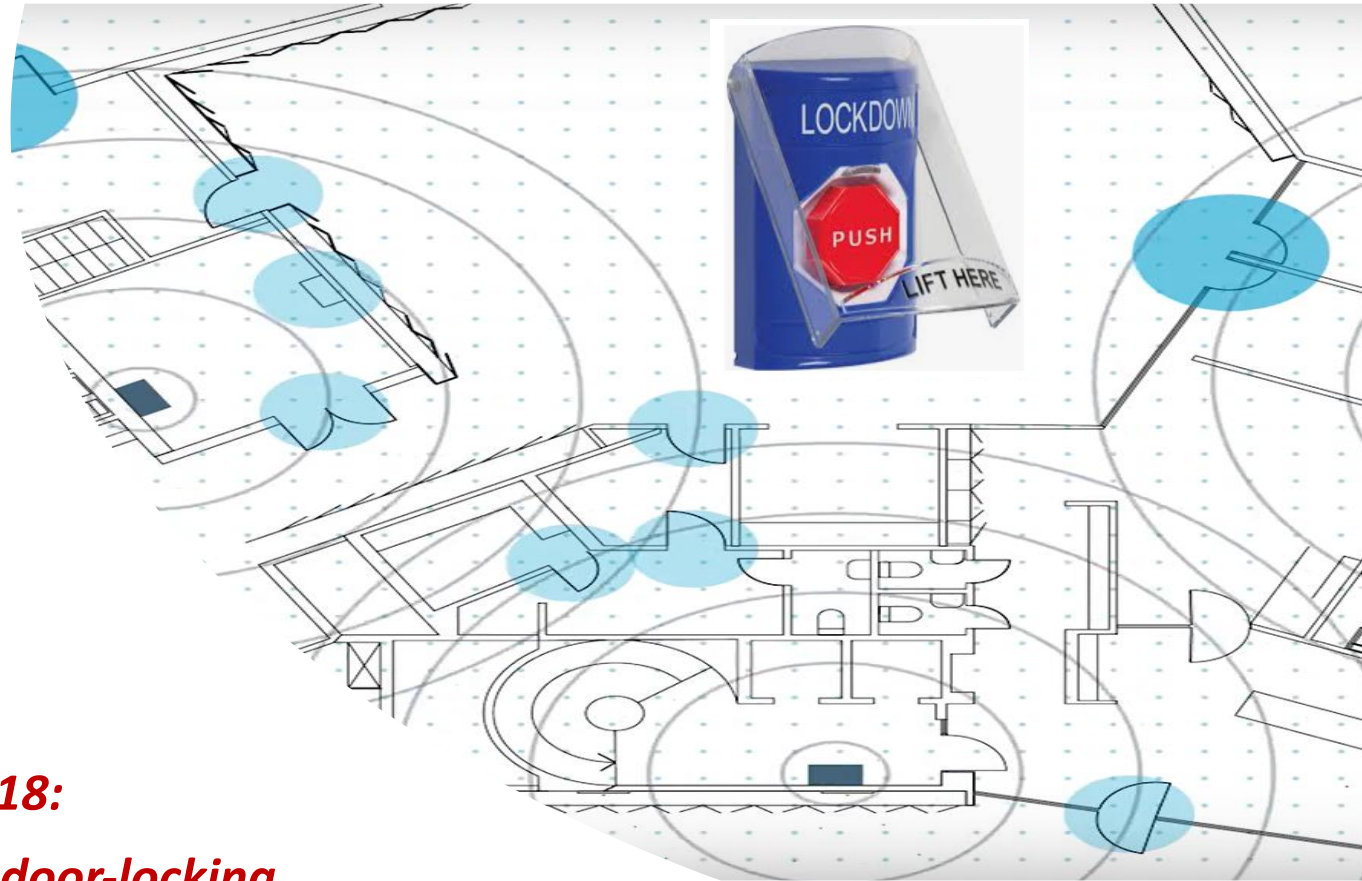
“Wireless and Remote Lockdown Option”, “Electric Dogging” and “Magnetic Release Systems”

More effective, efficient and expensive options should be considered as funds become available.

The remote Lockdown button or fob allows for assembly area doors to be closed and / or locked remotely.

Per the Homeland Security School Safety Survey 2018:

“Explore the option of implementing an automatic door-locking system that would allow the school to lock doors remotely.”



SECURITY ACCESS: MAIN ENTRANCE

PHASE 1: Immediate initiative: can be implemented very quickly at a reduced cost

Due to the additional cost of the technology and time needed to create a vestibule at every school and Board Office, similar protections can be afforded immediately with proper camera views, intercoms, door releases, duress alarms, training of staff and window glazing (installed) on main exterior doors.

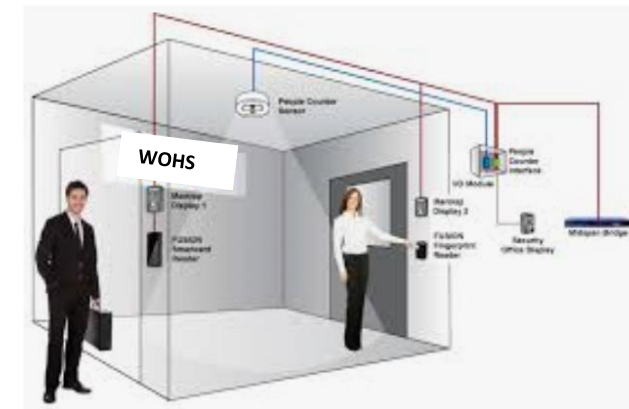
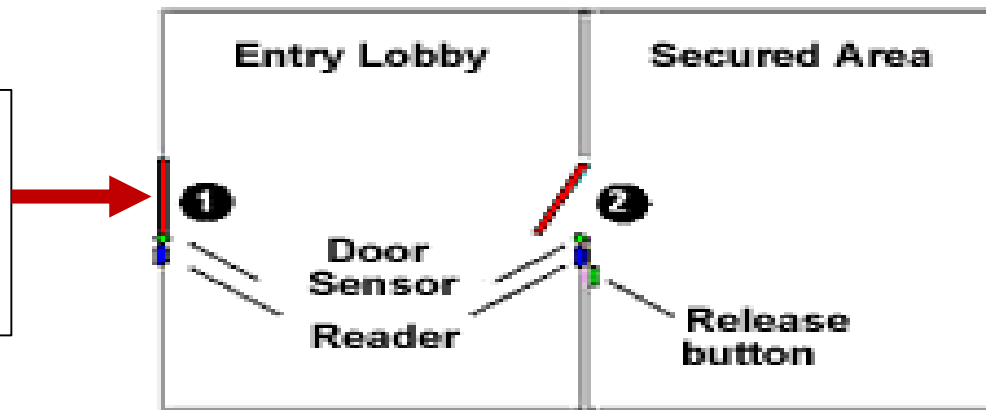
This technology currently exists on inner doors and maglocks have been installed on exterior doors.

PHASE 2: SECURITY VESTIBULE

Wiring has already been installed allowing for a magnetic lock on the exterior doors at all schools.

The wiring should be configured to allow the exterior doors to remain locked at all times and released from the office vetting visitors. The doors must always allow egress. Card access should be added to the exterior door.

Add card access, CCTV, intercom and door release to exterior door to create a vestibule. A Visitor Management System and Parent Drop Box can be placed inside the vestibule.



ACCESS CONTROL



Recommendations: Standardized Districtwide

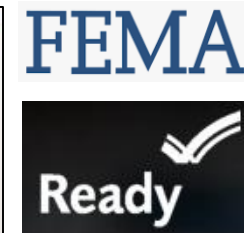
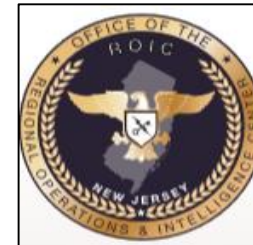
- ✓ **CCTV:** provide a clear full body and facial view of the individual to be granted access. Intercom systems should be clearly audible.
- ✓ **Visitor Management System:** allows visitors to be vetted through a criminal database and produce identification as well as allow the district to populate the database with individuals of concern (prior trespassers, domestic violence, custodial orders etc.) and placed in the security vestibule to vet visitors prior to being afforded entry to the school building
- ✓ **Training:** All staff who control access, including After and Before Care, should be trained annually on procedures to vet visitors.

Per the School Safety and Security Plan Review Checklist: Target-hardening initiatives include: "Building Access, Visitor Policy and Delivery Procedures."

Per Homeland Security School Security Survey 2018: "Visitors must provide a government issued photo ID to a member of the security force, who then uses a visitor management system to check designated databases (e.g., sex offender lists, banned visitors) for any concerns in a visitor's background. Permitted visitors receive a badge."

TRAINING ANNUAL REQUIREMENT

- ✓ Train all staff annually on security and emergency management including “all hazards” and prevention, the concept of ‘Hard Corners’ and classroom logistics and recognizing and reporting behaviors of concern.
- ✓ Senior administrators should be certified in Incident Command via the FEMA website.
- ✓ West Orange Police have offered to attend and assist in the training sessions.



School Safety & Security Plan Review Checklist

- ✓ *“Conduct annual in-service training of staff regarding plan revision, warning and response signals, evacuation routes, assembly areas, emergency procedures, communication protocols, and chain-of command.”*
- ✓ *“Train all members on their responsibilities when a crisis occurs.*
- ✓ *Options-based response protocols (e.g., Run, Hide, Fight, as recommended in the Guide for Developing High-Quality School Emergency Operations Plans, USDOE et al., 2013)” NJ School Security Task Force Report*

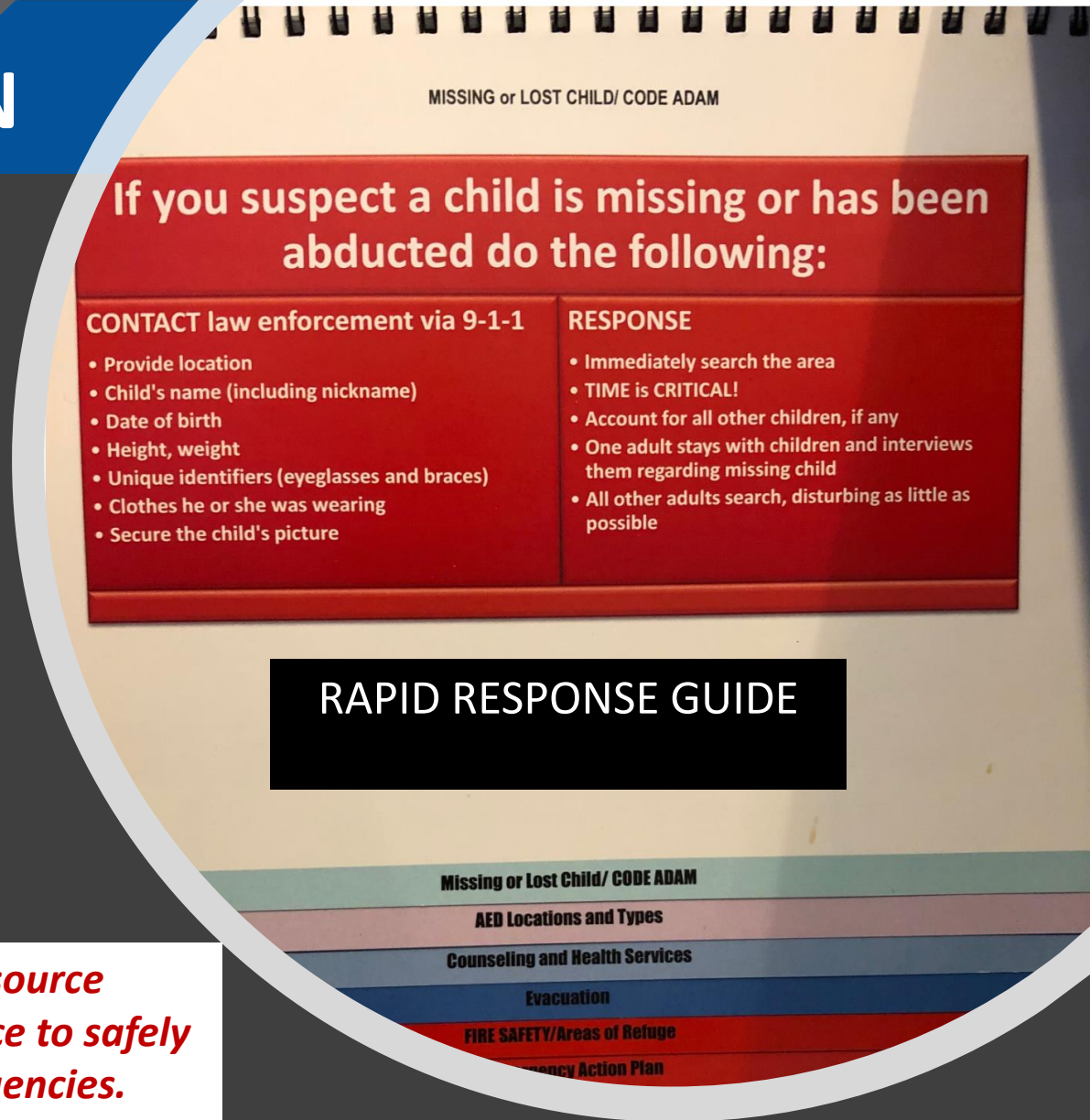
EMERGENCY MANAGEMENT PLAN

RECOMMENDATIONS:

- ✓ The Emergency Management Plan is in the process of being updated and enhanced.
- ✓ The Plan will include all potential hazards including prevention, mitigation, response and recovery and standardization at all schools.

An Emergency Management Rapid Response Guide that addresses “all hazards” should be created for all staff in all classrooms.

Per NJ DOE: A Rapid Response Guide should be developed. This resource document provides “Step-by-Step” procedural actions and guidance to safely and rapidly manage unexpected crisis situations and school emergencies.

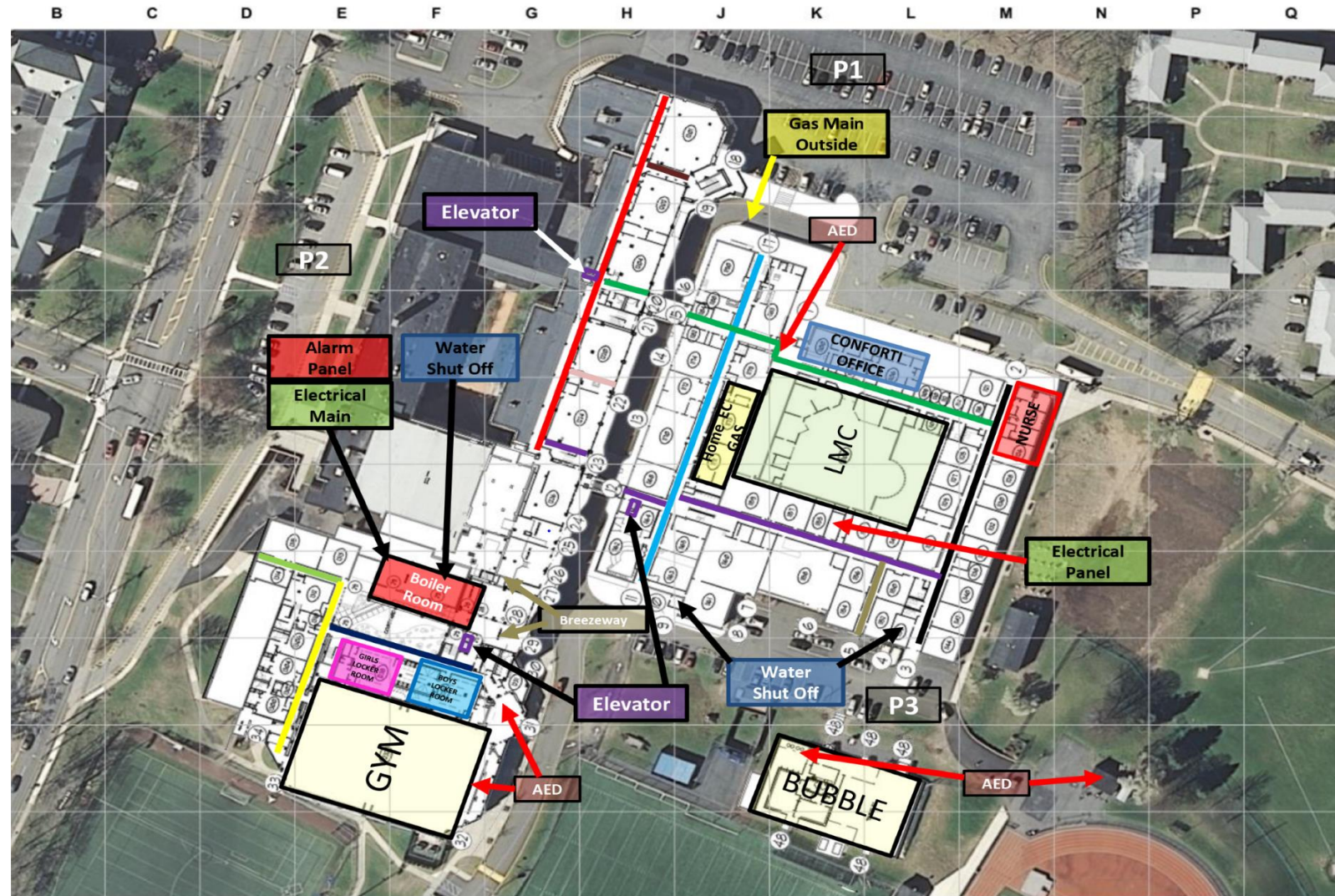


LAW ENFORCEMENT RESPONSE

BEST PRACTICE: Interactive school mapping has been deployed.

School diagrams should be reviewed annually for accuracy.

Per the School Safety and Security Plan Review Checklist: Access to school district facility map(s) and/or blue prints are available to local law enforcement and appropriate emergency responders.



West Orange High School
FIRST FLOOR

NORTH IS UP
25 YARD GRID



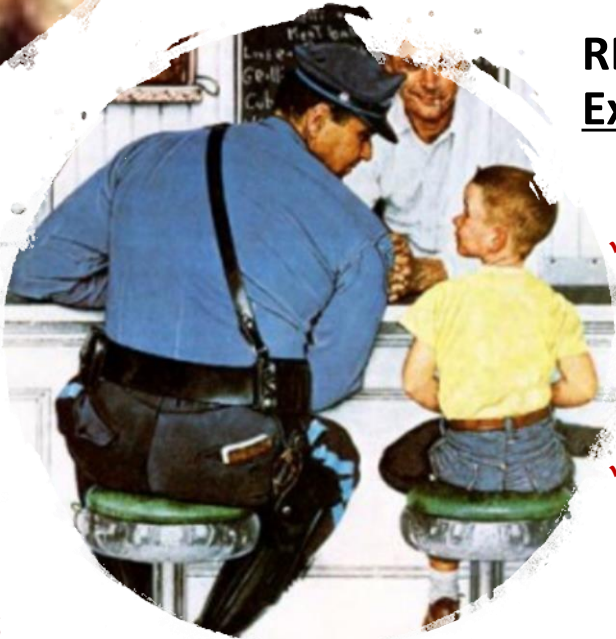
BEST PRACTICE: SCHOOL RESOURCE OFFICERS

- ✓ West Orange SRO Program has received national recognition.
- ✓ School District Security Officers are on site at the High School and Middle Schools.
- ✓ The current security officers were observed to be knowledgeable, interactive with students and staff and highly regarded.

RECOMMENDATION:

Expansion to Elementary Schools should be considered.

- ✓ *Per the New Jersey School Security and Task Force Report and Recommendations: “We also recommend that the New Jersey Guide to Establishing a Safe School Resource Officer Program in Your Community (1998) be updated to reflect current best practices in School Resource Officer (SRO) programs.”*
- ✓ *Per the New Jersey School Boards Association: “Choices in Law Enforcement It is almost universally accepted that a school resource officer (SRO) is the ideal choice when placing a law enforcement presence in a school.”*
- ✓ *The NJ SAFE Task Force on Gun Protection, Addiction, Mental Health and Families, and Education Safety, appointed after the Newtown tragedy, encouraged districts to consider the use of SROs.*
- ✓ *Per P.L.2016, c.79 –“lock exterior doors, and when they are in use for a large entry/exit provide that they are staffed and monitored;”*



THREAT ASSESSMENT TEAM

BEST PRACTICE: The district does manage high risk students and staff through a threat assessment process.

RECOMMENDATION: The Threat Assessment Policy should be reviewed periodically, and a Threat Assessment Team should continue to meet as necessary to assist in assessing threatening situations and developing risk abatement plans that minimize the potential risk for violent students, parents, visitors/neighbors and staff members.

A formal “Threat Assessment Policy” should be developed and staff should receive training to ensure that they report any staff or student who may be exhibiting behaviors or have personal issues that could threaten the campus population. Annual training should be provided to all teachers and staff on indicators/ precursors, reporting, lessons learned and response.

The District should Implement a policy that requires its personnel to report all indicators of suspicious student behavior to an administrator per the MSD January 2019 Report.

Per the Marjory Stoneman Douglas High School Public Safety Commission Report January 2, 2019:

Every school district should implement a policy that requires its personnel to report all indicators of suspicious student behavior to an administrator. The administrator should be required to document the report and his/her disposition of the information (e.g. referred to threat assessment team, unsubstantiated).

The policy should require that the disposition of all threats of school violence be reviewed at least by the school’s principal—if not by a higher authority—and reported to the threat assessments team, which has mandatory law enforcement participation.

THREAT REPORTING

BEST PRACTICE: Students reported a climate where they would report a student in distress.

RECOMMENDATION: *Anonymous tip reporting system/software allowing students to report possible threats or concerns (“P3 Campus”, “WeTip” , “Safe2Tell” are examples).*

Per the Secret Service 2018 Report ENHANCING SCHOOL SAFETY USING A THREAT ASSESSMENT MODEL: “Schools can establish one or more reporting mechanisms, such as an online form posted on the school website, a dedicated email address or phone number, smart phone application platforms, or another mechanism that is accessible for a particular school community. “

“Students may elicit concern from those around them in a variety of ways. They may make threatening or concerning statements in person, online, or in text messages; they may engage in observable risky behavior; or they may turn in assignments with statements or content that is unusual or bizarre. When this occurs, those around the student need a method of reporting their concerns to the Team. “

*Per the Marjory Stoneman Douglas High School Public Safety Commission Report January 2, 2019:
Implement a "Safe2Tell" program that encourages threat reporting.*

STUDENT TRAINING



RECOMMENDATIONS

For Immediate Release Friday, October 19, 2018

Sandy Hook Promise (SHP) is proud to announce that it is partnering with the New Jersey Department of Education (NJDOE) to help train its students, educators, and school administrators on ways to identify, assess, intervene, and get help for those exhibiting at-risk behaviors through its *Start With Hello*, *Say Something*, and *SOS Signs of Suicide* programs.

More than 115,000 students in 10 school districts across the state will receive training through the STOP School Violence Act. The NJDOE was awarded \$1 million from the U.S. Department of Justice to support school violence prevention and has awarded SHP \$626,000 from the grant award for this endeavor.

***Start With Hello* trains students to be more socially inclusive and connected to one another. *Say Something* trains students to recognize signs, especially on social media, of an individual who may be a threat to themselves or others and how to reach out to a trusted adult. The *SOS Signs of Suicide* program teaches students, educators, and school administrators how to spot the warning signs of youth suicide and how to intervene before self-harm occurs.**

ACCESS / DROP BOX

BEST PRACTICE: Parent Drop box is currently used (LMS) but not consistent in the District.

RECOMMENDATION:

Consideration should be given standardizing the use of a Parent Drop Box, (parent's box, oops box) to allow parents to drop off items to students without the need to access the school building, limiting access and office distractions.

The box should be placed in the security vestibule to prevent unauthorized access, monitored with CCTV and be a clear container so the contents are easily identified.

Parent “drop boxes” are being used by many New Jersey schools to allow parents to drop off items to students without the need to access the school building, limiting access and office distractions and have also received positive reviews by parents stressed for time.



SAFETY COMMITTEE /ISSUE TRACKING



RECOMMENDATION:

The District should implement an active Safety Committee.

AGENDA / TRACKING ITEMS

1,. Review your access control measures and visitor policy with staff. 2. Ensure exterior doors are not propped open and remain locked. 3. Discuss safety with staff and students. Review your school safety and security plans and procedures. 4. Expect incidents, threats and rumors per the “contagion effect” that impacts communities after a highly publicized event. Social media will play a role. All threats should be taken seriously. 5. Reinforce relationships with emergency responders. 6. Expect questions and emotional response from the community. If necessary, utilize mental health resources. 7. Provide timely communication in circumstances.



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