

Policy Development Committee Agenda

2/10/2023

7:00 A.M. ~ Gilford High School Library

Policies to Review

EB – Safety Program

EBB – School Safety Program

EBCA – Crisis Prevention & Emergency Response Plans

EBCA—R – Emergency Plans

EG – District Communication Plan

ECA – Buildings and Grounds Security

JLIA – Supervision of Students

KI – Visitors to the Schools

KFA – Public Conduct on School Property

Current GSD policy. NHSBA removed the provisions relative to general safety plans and programs which are now addressed in sample policy EBB. Suggest adopting NHSBA sample policies EB and EBB to replace this current GSD policy.
2-10-2023 Policy Committee

SAFETY PROGRAM

The Superintendent will cause the formation of the Joint Loss Management Committee as required by RSA 281-A:64, III, and a Crisis Management Plan that conforms to the national Incident Command System.

The practice of safety shall also be considered a facet of the instructional plan of the District schools by incorporating educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and others, appropriately geared to students at different grade levels.

Each Principal shall be responsible for the supervision and implementation of a safety program for his/her school. General areas of emphasis shall include, but not be limited to: in-service training; accident recordkeeping; plant inspection; driver and vehicle safety programs; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees. The principal shall be responsible for developing student safety procedures to be used on school busses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources. The safety plan will be on file in each district building and in the SAU office.

Legal References:

RSA 200:40, Emergency Care

RSA 281-A:64, III, Worker's Compensation, Safety Provisions; Administrative Penalty

NH Code of Administrative Rules, Section Ed 306.04(a)(2), School Safety

NH Code of Administrative Rules, Section Ed 306.04(d), School Safety Procedures

(Adopted: 5/3/2010)

Sample Policy EB

WORKPLACE SAFETY PROGRAM & JOINT LOSS MANAGEMENT COMMITTEE

Category: Recommended

Related Policies: EBB

A. Workplace Safety Program.

The Superintendent shall prepare and maintain a current workplace safety program as required under RSA 281-A:64, which program shall be filed with the Commissioner of the New Hampshire Department of Labor, and updated at least biennially. The workplace safety program shall meet the requirements established by the Department of Labor (see NH Code of Admin. Rules Lab 602.01-02), and, among other things, shall include a plan for responding to violent acts committed by students against employees, volunteers, and visitors.

B. Joint Loss Management Committee.

The Superintendent will cause the formation of the Joint Loss Management Committee (the “Committee”) as required by RSA 281-A:64, III. The purpose of the Committee is to bring workers and management together in a non-adversarial, cooperative effort to promote safety and health in each workplace. The Committee’s recommendations are advisory only, and are intended to assist the employer.

The composition, function and duties of the Committee shall be as provided under New Hampshire Department of Labor rules Lab 603.01, 603.02 and such other rules as the Department of Labor may, from time to time, adopt. The Committee shall also address protocols for employees to follow in relation to workplace violence, including training as required by RSA 281-A:64, III.

The Committee shall meet at least quarterly, with the first meeting each year to occur before the beginning of the student school year.

Legal References:

RSA 281-A:64, Worker’s Compensation, Safety Provisions; Administrative Penalty

NH Code of Administrative Rules, Ed 306.04(a)(2), School Safety

NH Code of Administrative Rules, Ed 306.04(d), School Safety Procedures

NH Code of Administrative Rules, Lab 602.01-02, Safety Programs

NH Code of Administrative Rules, Lab 603.01-04, Joint Loss Management Committee

NHSBA history: Revised – November 2020, June 2013, May 2008, February 2008, October 2005

NHSBA revision notes, November 2020 - Removed the provisions relative to general safety plans and programs which are now addressed in EBB, and also removed provisions regarding the establishment of a crisis/emergency plan (addressed in sample policy EBCA). With the removal of those policies, EB is no longer designated as a “Priority/Required by Law” policy. Rather, as the requirement of a joint loss management committee is required for all NH employers with 15 or more employees, the policy is now classified as recommended. Revisions also includes specific requirements of the Department of Labor relative to workplace safety programs, as well as the Joint Loss Management Committee. Finally, the revisions include reference to requirements imposed by 2020 Legislative amendments to RSA 281-A:64 relative to school employee safety and violence against employees.

SCHOOL SAFETY PROGRAM

Category: Priority/Required by Law

The Board recognizes that effective learning and teaching takes place in a safe, secure, and welcoming environment and that safe schools contribute to improved attendance, increased student achievement, and community support. The practice of safety shall be considered a facet of the instructional programming of the District schools by incorporating concepts of safety appropriately geared to students at different grade levels.

The Superintendent shall be responsible for developing and maintaining a comprehensive safety program/plan for the District, taking into account applicable laws, regulations, Board policies, and best practices. **While the comprehensive safety program need not be a single consolidated document**, it should include:

- A. The District-wide Crisis Prevention and Response Plan prepared under policy **{**}** EBCA, which, in turn, includes the site-specific Emergency Operations Plan for each school (see also RSA 189:64 and policy **{**}** EBCA);
- B. The Sports Injury Emergency Action Plan prepared under policy **{**}** JLCJA;
- C. The District Communication Plan **{**}**EG; and
- D. The School Bus Safety Program established under policy **{**}**EEAE.

Additionally, to the extent not included in the above specific Board directed plans, the Superintendent will address the following areas of emphasis in the comprehensive safety plan:

1. Procedures that address the supervision and security of school buildings and grounds. See also **{**}**ECA.
2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities. See also **{**}**JLIA.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities. See also **{**}**KI and **{**}**KFA.
4. Training programs for staff and students in crisis prevention and management. See **{**}**EBCA.
5. Training programs for staff and students in emergency response procedures that include practice drills for fire and all hazard as required by law.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Procedures and training to implement employee and work-place safety per Board policy **{**}**EB.
8. Training and support for students that aims to relieve the fear, embarrassment, and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.

SCHOOL SAFETY PROGRAM

9. Procedures for safe and confidential reporting of security and safety concerns at each school building.
10. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary. See also **{**}**ECA.
11. Procedures for periodic assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
12. Procedures for managing the behavior of children, including, proper training and protocols relative to restraint and seclusions consistent with RSA 126-U and Board policy **{**}**JKAA.
13. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
14. District and building level procedures to assure timely safe schools reporting to law enforcement the N.H. Department. of Education and the School Board as required under RSA 193-D:4.

Whenever the Superintendent delegates tasks relating to the above to other District personnel, that delegation should be recorded in a manner readily accessible to others in the instance of the Superintendent's absence or departure.

Each Principal shall be responsible for the supervision and implementation of components of the safety programs in his/her school, inclusive of school busses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

Legal References:

RSA 193-D, Safe School Zones

RSA 193-F, Pupil Safety and Violence Prevention

RSA 281-A:64, Safety Provisions

N.H. Dept. of Ed. Rules - Ed. 306.04(a)(2), and 306.04(d), Promoting School Safety

NHSBA history: Revised - Aug. 2022, Nov. 2020, June 2013; New policy – 2006.

NHSBA revision notes, August 2022, revised to change what was previously called the site-specific Emergency Response Plan to now be titled the site-specific Emergency Operations Plan, pursuant to HB 1125 (2022 N.H. Laws Ch. 187) and NHSBA sample policy EBKA. Added that the general safety plan will include: (1) the Sports Injury Emergency Action Plan and should include procedures for responding to serious or potentially life-threatening injuries sustained from sports or other school sponsored activities (NHSBA sample policy JLCJA) and (2) the

SCHOOL SAFETY PROGRAM

District Communications Plan. **November 2020**. The most significant changes were (a) the incorporation of provisions which had previously been imbedded in policy EB/JLI, which now concerns only joint loss management provisions required under RSA 281-A:64, and (b) a reporting section relative to violence in schools (per 2020 N.H. Laws 38:14, HB1558). With the November 2020 update, NHSBA also withdrew former identical sample policy ADD. Finally, EBB has been recategorized as a Priority/Required by law policy per 306.04(a)(2).

w/p-update/2022-U2 Fall/EBB School Safety 2022-U2 (F)

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CRISIS PREVENTION & EMERGENCY RESPONSE PLANS

The Board recognizes that schools are subject to a number of potentially dangerous events, such as natural disasters, industrial accidents, acts of terrorism, and other violent events. No school is immune from these events no matter the size or location. The Board is committed to the prevention of these events, to the extent possible, in the schools and at school-sponsored activities.

The Superintendent will establish a relationship with local and state emergency (e.g., police, fire, ambulance, etc.). The Superintendent, or his/her designee, will serve as a coordinator/liaison with these authorities.

The Superintendent, in consultation with appropriate personnel, and in coordination with local emergency authorities, shall develop a District-wide Crisis Prevention and Response Plan, which must, at a minimum, include a site-specific Emergency Response Plan for each school.

The Superintendent is responsible for ensuring that each Emergency Response Plan conforms with the requirements of RSA 189:64, as the same may be amended or replaced, and that each Emergency Response Plan addresses hazards including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, other hazards deemed necessary by the School Board or local emergency authorities, and information pertaining to the then current Sports Injury Emergency Action Plan as required under Board policy JLCJA. The emergency response plans will be based on and conform to the Incident Command System and the National Incident Management System.

The School Board directs the Superintendent to assure that each Emergency Response Plan is reviewed annually (in consultation with appropriate personnel, and in coordination with local emergency authorities), and is updated as necessary. If, after such review, the plan remains unchanged, then the Superintendent shall notify the Department of Education by September 1 that the plan is unchanged. If an Emergency Response Plan is updated/revised, the Superintendent shall submit the updated Emergency Response Plan to the New Hampshire Department of Education no later than September 1.

The District Crisis and Response Plan will be updated annually to include each site-specific Emergency Response Plan as updated, and any other changes as deemed appropriate by the Superintendent.

The Superintendent will develop an administrative regulation that ensures the effective development and implementation of the district's plan.

Legal References:

- RSA 189:64, Emergency Response Plans
- RSA 193-D, Safe School Zones
- RSA 193-F, Pupil Safety and Violence Prevention
- RSA 200:40-c, Emergency Plans for Sports Related Injuries
- NH N.H. Dept. of Education Administrative Rule, Ed. 306.04(a)(2), Promoting School Safety

(Adopted: 12/1/2008)

(Revised: 3/4/2019, 3/8/2022)

CRISIS PREVENTION & EMERGENCY RESPONSE PLANS

Category: Recommended

The Board recognizes that schools are subject to a number of potentially dangerous events, such as natural disasters, industrial accidents, acts of terrorism, and other violent events. No school is immune from these events no matter the size or location. The Board is committed to the prevention of these events, to the extent possible, in the schools and at school-sponsored activities.

- A. Site-specific Emergency Operations Plan (RSA 189:64).** Each school shall develop a site-specific school emergency operations plan (“EOP”) based on and conforming with the Incident Command System and the National Incident Management System and pursuant to RSA 189:64.

Each Emergency Operations Plan will address hazards as including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, and other hazards deemed necessary by the School Board or local emergency authorities.

School building principals, or their designee, shall annually review their site-specific EOP and submit updated plans (or report of no changes) to the Superintendent for review by September 30.

If, after such review, the plan remains unchanged, then the Superintendent shall notify the New Hampshire Department of Safety by October 15 that the plan is unchanged. If an Emergency Operations Plan is updated/revised, the Superintendent shall submit the updated Emergency Operations Plan to the Director of Homeland Security and Emergency Management of the Department of Safety by October 15.

- B. District-wide Crisis Prevention and Response Plan.**

The Superintendent, in consultation with appropriate personnel, and in coordination with local emergency authorities, shall develop a District-wide Crisis Prevention and Response Plan (the “District Crisis Plan”). The District Crisis Plan shall serve as a compilation of each site-specific Emergency Operations Plan for each District school and shall include the current Sports Injury Emergency Action Plan as required under Board policy **{**}**JLCJA and RSA 200:40-c.

The District-wide Crisis Plan will include provisions addressing coordination of crisis prevention and responses between and among the different schools, grounds, school buses, and other facilities of the District. Additionally, the District Crisis Plan should address:

In order to avoid plan/policy conflicts, the District Crisis Plan will reference applicable sections of other pertinent plans rather than restate (e.g., crisis communications should be addressed in the District Communication Plan).

The District Crisis Plan shall be updated and provided to the Board for review by October 31 each year (i.e., after the site-specific EOP’s are submitted to the state).

CRISIS PREVENTION & EMERGENCY RESPONSE PLANS

- C. Coordination.** The Superintendent will establish a relationship with local and state emergency services (e.g., police, fire, ambulance, etc.). Unless otherwise provided in a site-specific EOP, the District-wide Crisis Prevention and Response Plan or the District Communication Plan, the Superintendent, or his/her designee, will serve as the coordinator/liaison with these authorities. Additionally, the Superintendent should designate personnel to explore the availability of any training or support provided by the New Hampshire Departments of Education and/or Safety associated with risk assessment, crisis management, and other matters related to this policy.

Legal References:

RSA 189:64, Emergency Response Plans

RSA 193-D, Safe School Zones

RSA 193-F, Pupil Safety and Violence Prevention

RSA 200:40-c, Emergency Plans for Sports Related Injuries

N.H. Dept. of Education Administrative Rule, Ed. 306.04(a)(2), Promoting School Safety

NHSBA history: Revised Aug. 2022, Sept. 2021, Nov. 2019, July 2019, Oct. 2018, Sept. 2017, Sept. 2014, Aug. 2007, July 1998.

NHSBA revision notes, August 2022, revised policy to reflect the 2022 passage of HB 1125, which amended RSA 189:64 to change (a) change the name of the site specific plans from “Emergency Response Plans” to “Emergency Operations Plans” (as used by Federal Dept. of Homeland Security), (b) the state submission date for the EOP from 9/1 to 10/15 of each year, and (c) the recipient of the submission from N.H. DOE to the N.H. Department of Safety. The policy was further revised to remove some redundancies, and to clarify the distinction and relationship among the site-specific EOPs the District-wide plan, and other related plans/policies. **September 2021,** revised paragraph 4 to include reference to Sports Injury Emergency Plan as required by RSA 200:40-c and related policy JLCJA. **November 2019,** revised to reflect increase in changes to RSA 189:64 regarding all-hazard drills (increasing from 2 to 4 per year), and requirement that at least one drill concern an armed assailant. **July 2019,** minor change to disclaimers. **October 2018,** retitled and revised substantially to incorporate provisions of now withdrawn (10/201*) sample policy EBC, reflect provisions of the 2018 passage of HB 1370 requiring plans to be submitted to the N.H. Dir. of Homeland Security. **September 2017,** revised to reflect 2017 N.H. Laws Ch. 14 (HB 233), which required annual plans to be submitted to the N.H/ Dept. of Education. **September 2014,** re-written in its entirety to reflect changes to RSA 189:64.

District Communication Plan

Category: Recommended

- A. Purpose.** The Board’s objective is to improve internal and external communications by providing clarity and consistency in school communications amongst stakeholders. This policy will guide the creation of a District Communication Plan (“Communication Plan” or the “Plan”).
- B. Plan Preparation and Contents.** The Board directs the Superintendent to prepare a Communications Plan that addresses at least the following:
1. Plan goals and general provisions - identifies the general goals of the Plan, identifies the multiple audiences/recipients of District communication, and identifies the available methods and modes of communication with some consideration of the pros and cons of each.
 2. Implementation – describes how components of the Plan will be implemented and will specify which staff members are responsible.
 3. Communication to Internal Stakeholders – describes how to best communicate general or specific information to staff, students, and volunteers.
 4. Communication to External Stakeholders – describes how to best communicate with external stakeholders (i.e., parents, the community, parent groups, other districts, etc.).
 5. Crisis Communications Plan – coordinates the Communication Plan to the relevant provisions of the District Crisis Prevention and Response Plan and site-specific Emergency Operations Plans prepared under Board policy {**}EBCA, including staff responsibilities, training requirements, communication tools, media plans, and message-specific templates.
 6. School Cancellations - outlines protocols for communicating a school day cancellation, delay, or early release due to inclement weather or other emergency reasons.
 7. Off-campus School activities - outlines how to best communicate incidents or emergencies that occur while students are off campus on field trips or travel sporting events (i.e., anywhere that students are transported by the District).
 8. Recommendations - outlines suggestions and recommendations relating to infrastructure or resources for future improvements to communication channels.
 9. Other - Such other information, recommendation and provisions the [Superintendent, deemed appropriate.

Biennial Review and Update

The Superintendent and/or designee shall ensure that the Communication Plans and all procedures and protocols adopted pursuant to this policy are reviewed no less than every two (2) years and updated as necessary. Copies of the updated Plan and procedures should be provided to the Board no later than the start of each school year.

District Communication Plan

NHSBA history: New policy August 2022.

NHSBA notes, August 2022, On the heels of the COVID-19 pandemic and in the presence of ever evolving modes of communication, districts should strongly consider adopting a communications plan to guide school administrators and provide information to stakeholders. NHSBA created this sample policy to provide guidance on the creation of such a plan and indicate what districts may consider including in their plan. NHSBA also created a sample template plan, EG-R, to supplement this policy. In conjunction with release of this sample EG, NHSBA withdrew prior sample policy KDA which addressed generally many of the provisions which are to be included in the District Communication Plan.

w/p-update/2022-U2 Fall/EG District Communication Plan 2022-U2 (F)

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*NHSBA sample policy. We do not have this policy. It is referred to in proposed policy EBB – School Safety Program
2-10-2023 Policy Committee*

ECA - BUILDINGS AND GROUNDS SECURITY

(Download policy)

Category R

The Board will cooperate closely with local law enforcement and fire departments, and with insurance company inspectors.

Records and funds will be kept in a safe, locked location.

Access to school buildings and grounds outside of regular school hours will be limited to school personnel whose work requires it. An adequate key control system will be established to limit access to buildings to authorized personnel.

School buildings will be closed and locked after the last school activity has concluded each day.

A building being used by an authorized school or community group in the evening, or on non-school days, will be opened for such activity and secured again after its conclusion.

A school district employee must be on school grounds during the course of the activity. Only a school district employee will be allowed to open and close the school in the event of such an activity.

Classroom windows and doors are to be locked when the teachers leaves the building.

In addition to this policy, the Superintendent is charged with establishing further safety and security provisions as may be necessary.

The building principal is responsible for enforcing this policy.

Revised: February 2008

Reviewed: April 2004

Revised: July 1998, November 1999

Reviewed:

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*NHSBA sample policy. We do not have this policy. It is referred to in proposed policy EBB – School Safety Program
2-10-2023 Policy Committee*

JLIA - SUPERVISION OF STUDENTS

(Download policy)

Category: Recommended

The Board is committed to ensuring that students are appropriately supervised at times when the District is responsible for providing students with a reasonable duty of care and supervision.

The Building Principal is responsible for administering and supervising the school, the general conduct of students, both on school premises and during school-sponsored activities off school grounds. Students should be under the supervision of a member of the school staff at all reasonable times while they are in school or attending school functions. All school staff shall ensure the safety of students even when they are not specifically scheduled for supervisory duty.

All dangerous conditions in the school should be reported at once to the Building Principal.

In schools where bus transportation is provided, the supervisory duties shall include the loading and unloading, when necessary of the students at the school. Elementary school students shall be escorted to the bus to ensure that the students board the bus safely.

The Building Principal is authorized to establish administrative rules and/or regulation in furtherance of this policy.

Revised: September 2009

Reviewed: October 2004

Revised: July 1998

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EMERGENCY PLANS

Checklist for developing a school Emergency Plan

The following checklist is designed primarily to help school administrators reveal gaps as they develop their school disaster plans.

1. Obtain a resolution from the school board. _____
2. Appoint a school district disaster coordinator. _____
3. Contact advisory personnel regarding development of plan. _____
4. Correlate plan progress with local emergency operations plan. _____
5. Compile information for plan into a written document. _____
6. Review plan with local officials (civil defense, police, others). _____
7. Obtain legal advice concerning the status of school personnel and property in the event of disaster. _____
8. Present plan to school board for approval _____
9. Notify parents of plan. _____
10. Conduct drills as outlined in school disaster plans.
 - a. Drills on building evacuation. _____
 - b. Drills on moving personnel to shelter area. _____
11. Evaluate drills for efficiency. _____
12. Evaluate warning system when used in drills. _____
13. Train teachers in disaster preparedness. _____
14. Integrate emergency training into curriculum. _____

Reference Policy: EBCA

(Adopted: 12/1/2008)

*NHSBA sample policy. We do not have this policy. It is referred to in proposed policy EBB – School Safety Programs.
2-10-2023 Policy Committee*

KI - VISITORS TO THE SCHOOLS

(Download policy)

Category R

All persons, other than staff and pupils enrolled in the school, who may come to the school for any reason during the school day are considered visitors and must report and sign in at the school office. Employees of the school system (directors, coordinators, maintenance staff members, and others) are to advise the school Principal or Secretary that they are in the building. A visitor (a person not employed by the school system) must report to the school office and receive permission to be on the school grounds.

Persons wishing to meet with a teacher for the purpose of discussing a particular problem shall do so only at a time when it does not interrupt the normal school program. Persons wishing to make such arrangements may do so by securing an appointment with the teacher through the office of the Principal or by direct contact with the teacher.

No person shall visit a school without first reporting to the office of the Principal as to the purpose and place of the visit.

Reviewed: October, 2004

Revised: July, 1998

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CONDUCT ON SCHOOL PROPERTY

Category: Recommended

Related Policies: AC, JIC, JICI, JICK & KI



ADOPTION/REVISION NOTES –

SPECIAL POLICY NOTE: The impetus for the revisions to this sample was the 2022 passage of HB1178, now codified as RSA Chapter 159-E. Among other things, that statute precludes state or local public agencies, subdivisions, or their employees from enforcing any federal law, regulation, or executive order that is inconsistent with New Hampshire state law pertaining to firearms, ammunition, or knives. As New Hampshire does not have a law that specifically prohibits non-students from carrying firearms on school property, the policy required revision to the previous prohibition against “weapons” on school grounds. (Students are prohibited from possessing or using firearms on school property by virtue of RSA 193:13.)

Instead, this policy prohibits the use, as well as the reckless, attempted or threatened use of any object, etc. to injure, intimidate, harass or coerce another person.

Boards should review with local counsel other possible policy options concerning firearms (e.g., re staff), and district and building administrators should review with local law enforcement protocols for responses to individuals carrying firearms on school grounds.



A. General Statement and Purpose.

The purpose of this policy is to establish a minimum standard of conduct upon school district property, and during school sponsored events and activities that will provide the best possible educational climate for the students; encourage participation in the educational process by the general public; protect the investment of the public in both the educational process and the physical plant in which it is conducted; and honor and protect the rights of all individuals within the community.

While this policy applies generally to conduct by any and all persons on school property, **additional** policies, rules, regulations, or procedures will apply (1) as to certain defined groups (e.g., ******JIC regarding student conduct); (2) for visits during the school day (see Board policy ******KI); or (3) during other specific activities or times (e.g., ******KF regarding use of school facilities).

B. Definitions.

As used in this policy:

1. “Authorized District Personnel” any person who is designated by the Superintendent, the Principal (as to grounds or activities within her/his purview), the Athletic Director (as to athletic events), or any other person or persons so designated by either of them to administer the provisions of this policy relative to specific school property or a school sponsored or approved activity or function.
2. "School property" means any buildings, vehicles, property, land, or facilities used for school purposes or school-sponsored events or activities, whether public or private.

CONDUCT ON SCHOOL PROPERTY

C. Prohibited Conduct.

No person on school property or during any school sponsored or approved activity may:

1. Injure, threaten, bully, harass, or intimidate a student, staff member, sports official, coach, or any other person;
2. Engage in behaviors that are harassing or discriminatory in nature based on a person's actual or perceived age, sex, gender identity, sexual orientation, marital status, familial status, disability, religion, national origin race, or color (including those traits historically associated with race, color or religion, including but not limited to head coverings, hair texture, or protective hairstyles);
3. Impede, delay, disrupt, or otherwise interfere with any school function or any activity sponsored or approved by the Board, the Superintendent, building Principal, Athletic Director, or their designees;
4. Damage or threaten to damage another's property;
5. Damage or deface School District property;
6. Smoke or otherwise use tobacco products;
7. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs/controlled substances; (persons known or suspected to be under the influence of liquor or a controlled substance will not be permitted to enter the school building or grounds, and law enforcement may be contacted);
8. Use, or attempt to use, or threaten to use **any** device, instrument, material, or substance ("prohibited object) with the purpose to injure, threaten, intimidate, or coerce another person; for the purposes of this section, any reckless use of any prohibited object which places or may place another in danger of serious bodily injury is also prohibited;

NOTES: while students are prohibited from possessing firearms on school property under Board policy {**}JICI and RSA 193:13), mere possession or displaying of a firearm by non-student adults shall not, in and of itself and without additional circumstances as described in this paragraph, constitute reckless conduct or a violation of this policy;

9. Enter upon any portion of school property at any time for purposes other than those that are lawful and specifically authorized by the Board, the Superintendent, building Principal, Athletic Director, or their designees;
10. Operate (either upon or over school property) a drone or other unmanned aircraft is prohibited except when authorized by the Superintendent or designee.
11. Violate any state law or regulation, or any duly adopted policy and/or regulation of the Board.

CONDUCT ON SCHOOL PROPERTY

12. Violate any federal law with the exception of any such law that is pre-empted by New Hampshire state law (e.g., RSA 159-E pertaining to firearms, etc.);
13. Operate a motor vehicle in violation of any Authorized District Personnel directive or posted road signs.
14. Refuse to comply with or obey a directive of any Authorized District Personnel or posted rules or regulations.

D. Enforcement & Consequences.

Any person who violates this policy or any other acceptable standard of behavior may be ordered to leave school grounds by Authorized Personnel, who may, also at her/his discretion, contact law enforcement. Students and employees who violate this policy shall be further subject to such consequences or interventions as provided under applicable Board policies or District or school administrative regulations.

Additionally, the Board authorizes the Superintendent or his/her designee to issue "no trespass" letters to any person whose conduct violates this policy. The Superintendent is further authorized, upon consultation with district counsel, to file any criminal complaint with respect to such violations.

E. Severability.

If any provision of this policy or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the policy which can be given effect without the invalid provision or application, and to this end the provisions of this policy are declared to be severable.

Legal References:

RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited

RSA 159:26, Firearms, Ammunition, and Knives; Authority of the State.

RSA 159-E, Presidential Executive Orders and Statutory Law Relating to the Right to Keep and Bear Arms

RSA 193:11, Disturbance

RSA 193:38, Discrimination in Public Schools

RSA Chapter 193-B, Drug Free School Zones

RSA Chapter 193-F, Pupil Safety and Violence Prevention

RSA 635:2, Criminal Trespass

RSA 631:3, V, Reckless Conduct

NHSBA history: Revised Aug. 2022, June 2013, April 2011, April 2006, Nov. 1999, July 1998;

NHSBA revision notes, August 2022, Generally revised and restructured policy. Most notable changes included:

- (a) adding language regarding use, or reckless, attempted or threatened use of any object whatsoever (including firearms and knives – to reflect 2022 enactment of RSA 159-E) to injure, intimidate, harass or coerce another;
- (b) expansion and clarification of types of prohibited conduct; (c) additional provisions relative to scope of policy and authorized personnel; and (d) added a severability provision.

CONDUCT ON SCHOOL PROPERTY

Category: Recommended

ADOPTION/REVISION NOTES –

(a) *SPECIAL POLICY NOTE: The impetus for the revisions to this sample was the 2022 passage of HB1178, now codified as RSA Chapter 159-E. Among other things, that statute precludes state or local public agencies, subdivisions, or their employees from enforcing any federal law, regulation, or executive order that is inconsistent with New Hampshire state law pertaining to firearms, ammunition, or knives. As New Hampshire does not have a law that specifically prohibits non-students from carrying firearms on school property, the policy required revision to the previous prohibition against “weapons” on school grounds. (Students are prohibited from possessing or using firearms on school property by virtue of RSA 193:13.)*

Instead, this policy prohibits the use, as well as the reckless, attempted or threatened use of any object, etc. to injure, intimidate, harass or coerce another person.

Boards should review with local counsel other possible policy options concerning firearms (e.g., re staff), and district and building administrators should review with local law enforcement protocols for responses to individuals carrying firearms on school grounds.

A. General Statement and Purpose.

The purpose of this policy is to establish a minimum standard of conduct upon school district property, and during school sponsored events and activities that will provide the best possible educational climate for the students; encourage participation in the educational process by the general public; protect the investment of the public in both the educational process and the physical plant in which it is conducted; and honor and protect the rights of all individuals within the community.

While this policy applies generally to conduct by any and all persons on school property, **additional** policies, rules, regulations, or procedures will apply (1) as to certain defined groups (e.g., *******JIC regarding student conduct); (2) for visits during the school day (see Board policy ******* KI); or (3) during other specific activities or times (e.g., *******KF regarding use of school facilities).

B. Definitions.

As used in this policy:

1. “Authorized District Personnel” any person who is designated by the Superintendent, the Principal (as to grounds or activities withing her/his purview), the Athletic Director (as to athletic events), or any other person or persons so designated by either of them to administer the provisions of this policy relative to specific school property or a school sponsored or approved activity or function.
2. "School property" means any buildings, vehicles, property, land, or facilities used for school purposes or school-sponsored events or activities, whether public or private.

C. Prohibited Conduct.

CONDUCT ON SCHOOL PROPERTY

No person on school property or during any school sponsored or approved activity may:

1. Injure, threaten, bully, harass, or intimidate a student, staff member, sports official, coach, or any other person;
2. Engage in behaviors that are harassing or discriminatory in nature based on a person's actual or perceived age, sex, gender identity, sexual orientation, marital status, familial status, disability, religion, national origin race, or color (including those traits historically associated with race, color or religion, including but not limited to head coverings, hair texture, or protective hairstyles);
3. Impede, delay, disrupt, or otherwise interfere with any school function or any activity sponsored or approved by the Board, the Superintendent, building Principal, Athletic Director, or their designees;
4. Damage or threaten to damage another's property;
5. Damage or deface School District property;
6. Smoke or otherwise use tobacco products;
7. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs/controlled substances; (persons known or suspected to be under the influence of liquor or a controlled substance will not be permitted to enter the school building or grounds, and law enforcement may be contacted);
8. Use, or attempt to use, or threaten to use **any** device, instrument, material, or substance ("prohibited object) with the purpose to injure, threaten, intimidate, or coerce another person; for the purposes of this section, any reckless use of any prohibited object which places or may place another in danger of serious bodily injury is also prohibited;

NOTES: while students are prohibited from possessing firearms on school property under Board policy {**}JICI and RSA 193:13), mere possession or displaying of a firearm by non-student adults shall not, in and of itself and without additional circumstances as described in this paragraph, constitute reckless conduct or a violation of this policy;

9. Enter upon any portion of school property at any time for purposes other than those that are lawful and specifically authorized by the Board, the Superintendent, building Principal, Athletic Director, or their designees;
10. Operate (either upon or over school property) a drone or other unmanned aircraft is prohibited except when authorized by the Superintendent or designee.
11. Violate any state law or regulation, or any duly adopted policy and/or regulation of the Board.
12. Violate any federal law with the exception of any such law that is pre-empted by New Hampshire state law (e.g., RSA 159-E pertaining to firearms, etc.);

CONDUCT ON SCHOOL PROPERTY

13. Operate a motor vehicle in violation of any Authorized District Personnel directive or posted road signs.
14. Refuse to comply with or obey a directive of any Authorized District Personnel or posted rules or regulations.

D. Enforcement & Consequences.

Any person who violates this policy or any other acceptable standard of behavior may be ordered to leave school grounds by Authorized Personnel, who may, also at her/his discretion, contact law enforcement. Students and employees who violate this policy shall be further subject to such consequences or interventions as provided under applicable Board policies or District or school administrative regulations.

Additionally, the Board authorizes the Superintendent or his/her designee to issue "no trespass" letters to any person whose conduct violates this policy. The Superintendent is further authorized, upon consultation with district counsel, to file any criminal complaint with respect to such violations.

E. Severability.

If any provision of this policy or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the policy which can be given effect without the invalid provision or application, and to this end the provisions of this policy are declared to be severable.

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