

School Safety Compliance Requirements

School Emergency Evacuation Drills – [ORC 3737.73](#)

One emergency evacuation drill (a drill or rapid dismissal or a fire drill) must be conducted during the first ten days of each new school year. At least one Emergency Evacuation Drill or one “school safety drill” must be conducted during each month of the school year. A drill or rapid dismissal may be conducted during the same month as a “school safety drill”. **Where a fire alarm system is provided, emergency evacuation drills shall be initiated by activating the fire alarm system.**



Fire Drills – at least **six (6)** during the school year for schools that have a smoke detector or a sprinkler system in all classroom buildings; at least nine (9) for schools that do not have a smoke detector or a sprinkler system in all classroom buildings



Tornado Drills – one each month (April 1 – July 31) while school is in session



Recordkeeping – Submit drill log to State Fire Marshall sfm_codeenf@com.state.oh.us in December and June

Safety Drills – [ORC 3737.73](#)

School safety drills must be conducted in conjunction with and reported to law enforcement officials. School officials should contact their legal counsel and/or their local law enforcement officials to ensure compliance with all applicable school safety drill requirements under R.C. 3737.73 (D).



Conduct school safety drills at least **three (3)** times during the school year. At least one safety drill must include scenario where pupils must be **secured in place** rather than rapidly evacuated.



In addition to the three safety drills above, the principal or person in charge must conduct a **theoretical school safety drill** once during the school year to provide all faculty and staff employed by the school with instruction in the procedures to follow in such situations. *This does not need to include student participation.*



The principal must hold an **annual training session** for employees of the school regarding the conduct of school of safety drills.



The principal must provide to the police chief advance written notice of each school safety drill and shall keep a written record of the date and time of each drill conducted. The advance notice shall be provided not later than **seventy-two hours prior** to the date the drill will be conducted and shall include the **date and time** the drill will be conducted and the **address of the school**. The notice shall be provided by mail, facsimile, or electronic submission.



Not later than **December 5th** each year, the principal must provide to the police chief written certification by mail, facsimile, or electronic submission of the **date and time** each school safety drill was conducted during the **previous school year**, as well as the **date and time** each drill will be conducted during the **current school year**.

[Emergency Management Plans \(EMP\) – ORC 5502.262](#)

The current statute that governs School Emergency Management Plans shifted from the Ohio Department of Education (ODE) to the Ohio Department of Public Safety (ODPS).

- Plan must consist of:
 - Emergency Operations Plan (EOP)
 - Floor Plan
 - Site Plan
 - Emergency Contact Information Sheet
 - Stakeholders Signature Page



Schools must review their EMP and certify the plan is current and accurate no later than July 1st of each year. Schools must submit an electronic copy of the plan to the director of public safety every three (3) years, whenever a major modification to the building requires changes in the procedures outlined in the plan, and whenever information on the emergency contact information sheet changes.



Conduct at least one Emergency Management Test by December 31st of each year

- Administrators will be required to add the following new components to the school emergency management plan:
 - A threat assessment plan as prescribed in [Ohio law](#). A building may use the model plan developed by the Ohio Department of Public Safety;
 - A protocol for school threat assessment teams established in [Ohio law](#).

[Emergency Management Test \(EMT\) & Exercises – ORC 5502.262](#)

- Conduct at least one (1) between **January 1st** and **December 31st** which meets the following requirements:
 - Be a **scheduled event**; no actual emergency shall constitute as a test/exercise, even if an after-action report is produced;
 - The type of test shall be a **tabletop, functional, or full-scale** exercise, each type being used once every three (3) years;
 - The test shall include at least **one (1) threat/hazard** identified in the threat/hazard analysis portions of the EOP;
 - The test shall include at least **one (1) functional content area** (also known as “response procedures”); and
 - The test shall include at least **one (1) representative** from any of the following: law enforcement, fire, emergency medical services (EMS), emergency management agency (EMA) or behavioral health.




Within 30 days of completion of the exercise, schools must complete an **EMT After-Action Report** using the **School Safety Plans Portal**. The Ohio School Safety Center (OSSC) encourages schools to utilize the [EMT Data Collection Worksheet](#) as it allows schools to document critical elements of the exercise prior to entering it into the Portal. For step-by-step instructions on how to complete your after-action report, please see our [EMT After-Action Report: Step-by-Step Instructions](#) guide.

House Bill 123 – Safety and Violence Education Students (SAVE Students) Act

- **Health Curriculum**

For the instruction under this section, the local board must use a training program approved by the Ohio Department of Education. Parents may opt their children out of the instruction. See [ODE website](#) for further information on evidence-based trainings.

- Beginning **July 1, 2023** (2023-2024 school year)
- Provide one hour (or one standard class period) in each of the following for grades 6-12:
 - Suicide awareness and prevention
 - Safety training and violence prevention; and
 - Social inclusion
- **Threat Assessment Teams – grades 6-12**
 - Beginning no later than **March 24, 2023**
 - Upon appointment and once every three years thereafter, each team member must complete an approved threat assessment training program from [the list maintained by the Ohio Department of Public Safety](#).
 - Must include proof of completion by each team member in the building’s emergency management plan
 - Each team must be multi-disciplinary and may include the following
 - School administrators
 - Mental health professionals
 - School resource officers
 - Other necessary school personnel
- **Anonymous Reporting System**
 - Beginning 2021-2022 school year
 - Must register with the Safer Ohio School Tip Line or enter into an agreement with an anonymous reporting program of the district’s choosing.
 - The reporting program must meet the requirements [here](#).
 - Safer Ohio School Tip Line registration is available [here](#).
- **Annual Data Reporting**
 -  Submit data to the Ohio Department of Education and Ohio Department of Public Safety in June.
 - The data must include the following:
 - The number and type of disciplinary actions taken in the previous school year as a result of anonymous reports;
 - The number and type of mental wellness referrals as a result of anonymous reports;
 - The race and gender of the students subject to the disciplinary actions and mental wellness referrals as a result of anonymous reports; and
 - Any other information the Ohio departments of Education and Public Safety determine necessary.

Sponsor Evaluation Tasks

- **In-service Training**

*Each person employed by any school district to work in a school as a nurse, teacher, counselor, school psychologist, or administrator shall complete at least **four hours** of the in-service training **within two years of commencing employment** with the district or center, and **every five years** thereafter.*

- Prevention of child abuse
- Prevention of substance abuse
- Harassment, intimidation, or bullying policy
- Promotion of positive youth development
- School safety and violence prevention (**including human trafficking content**)
- Youth suicide awareness and prevention (**every two years**)
- Dating violence (**middle and high school employees**)

- **Missing Children**

- The school must develop informational programs for students, parents, and community members relative to missing children issues and matters.