



# Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

## 2024/2025

### School Safety Training and Awareness Calendar

#### JULY/AUGUST

CONDUCT FIRST FIRE DRILL WITHIN THE FIRST 10 DAYS OF THE START OF SCHOOL

CERTIFY THAT ALL PLANS FOR EACH SCHOOL HAVE BEEN REVIEWED, REVISED, AND SUBMITTED TO THE SCHOOL BOARD

FINALIZE STUDENT THREAT ASSESSMENT PLANS AND DOCUMENTS (JULY 1, 2025)

#### SEPTEMBER

PROMOTE YOUR ANONYMOUS REPORTING SYSTEM

HIGHLIGHT A SCHOOL SAFETY TOPIC DURING YOUR STAFF MEETINGS (E.G. VIDEO TABLETOP)

#### OCTOBER

PROVIDE BULLYING PREVENTION TRAINING FOR STUDENTS AND STAFF BY OCTOBER 15TH

FIRE PREVENTION WEEK (OCTOBER 6-12)

GREAT SHAKEOUT, STATEWIDE EARTHQUAKE DRILL (OCTOBER 17, 2024)

FALL ADVANCED ACADEMY (OCTOBER 21-22)

#### NOVEMBER

ISSSA BASIC TRAINING GROUP- NOVEMBER 13-14

\*MAINTAINING SCHOOL SAFETY DURING ELECTIONS\*

#### DECEMBER

PROVIDE AGE APPROPRIATE, RESEARCH BASED INSTRUCTION ON CHILD ABUSE AND CHILD SEXUAL ABUSE TO STUDENTS IN GRADES K-12 BY DECEMBER 15<sup>TH</sup>

ALL SCHOOL EMPLOYEES WHO WILL HAVE DIRECT CONTACT WITH STUDENTS MUST PARTICIPATE IN CHILD ABUSE AND NEGLECT TRAINING ONCE EVERY 2 YEARS

#### JANUARY

CONDUCT A COUNTY WIDE SCHOOL SAFETY COMMISSION MEETING

PROVIDE SAFETY TRAINING SESSION TO YOUR SCHOOL BUS DRIVERS/ FOOD SERVICE/ MAINTENANCE/ FRONT OFFICE STAFF

#### FEBRUARY

ISSSA BASIC TRAINING FEBRUARY 17

DRILL SUBSTITUTION OPTION, SCHOOLS CAN SUBSTITUTE A MANMADE OCCURRENCE OR SEVERE WEATHER DRILL IN PLACE OF A MONTHLY FIRE DRILL WITH A COUPLE OF EXCEPTIONS

#### MARCH

SEVERE WEATHER PREPAREDNESS WEEK STATEWIDE TORNADO DRILL (MARCH 11)

APPLY/PROVIDE NOTICE OF INTENT TO THE DEPARTMENT OF HOMELAND SECURITY FOR THE SECURED SCHOOL SAFETY GRANT

#### APRIL

\*REVIEW BOMB THREAT/SWATTING TRAINING AND YOUR BOMB THREAT/SWATTING PROTOCOLS\*

MORE BOMB THREATS/SWATTING ARE REPORTED IN APRIL, SEPTEMBER, & OCTOBER THAN OTHER MONTHS

INVITE FIRST RESPONDERS TO CONDUCT WALKTHROUGHS OF YOUR SCHOOL BUILDINGS

#### MAY

SPRING ISSSA ADVANCED TRAINING

TIPS FOR SCHOOLS THAT ARE POLLING LOCATIONS FOR ELECTIONS

#### JUNE

END OF YEAR REPORTS DUE:

CRIMINAL ORGANIZATIONAL ACTIVITY (JUNE 1<sup>ST</sup>)

COLLECT STAFF SAFETY PLANS REVIEW AND UPDATE YOUR PLANS AS NEEDED

#### JULY

END OF YEAR REPORTS DUE;

ARREST DATA DUE JULY 1<sup>ST</sup>

BULLYING DATA REPORTS JULY 1<sup>ST</sup>

DISTRIBUTE AND TRAIN STAFF ON YOUR UPDATED BUILDING SAFETY PLAN

<sup>1</sup> \*These items can be found on our moodle community under the [Password Protected Resources](#) you will need to create an account and login to view these items. If you need assistance please contact us: [c crews@doe.in.gov](mailto:c crews@doe.in.gov)

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