

Walker Elementary Supervision Plan

Element	Safety Protocols
Arrival/Dismissal	Walker Elementary School Arrival-Dismissal Supervision for Supervision Plan Additional Protocols -All teaching staff at their doors at 8:40 AM to monitor the hallway
Bathrooms	Protocols -All classrooms have 2 scheduled breaks -Students that need to use the restroom outside of schedule breaks are sent 1 at a time (K & 1 use Buddy System per district protocol), if they are gone for more than 10 minutes then the office is contacted to find the student -Cameras in hallways can identify individuals entering and leaving restrooms
Busses	Protocols -Each bus has a bus coach who takes the students to the bus and gets them off of the bus each day -Classroom teachers escort all bus riders to bus staging areas
Hallways	Protocols -Students are taken to locations in the building as a class with their teacher; students are sent individually on an as needed basis only, destinations are notified of students coming, time out of classroom is monitored and outside of ten minutes the office is contacted to find them
Lunch/Recess	Walker Elementary School Lunch Supervision Schedule for Supervision Plan Additional Protocols -Minimum of 2 staff members at all times during lunch and recess -Staff is trained on active supervision
Office areas	Protocols -Students are not to be sent to the office unsupervised, teachers call the office and an administrator will come to assess the situation and take student to office if necessary -Adult staff is always in office to supervise any students as necessary
Outdoor school grounds	Protocols -Students are not allowed outside without adult staff -4 outside cameras allow identification of students leaving the building
Safety Drills	Protocols -All safety drills are conducted with a minimum of 1 adult per classroom
Stairwells	Protocols -During arrival and dismissal stairwells are monitored by specific supervisory staff -Students are taken to locations in the building as a class with their teacher; students are sent individually on an as needed basis only, destinations are notified of students coming, time out of classroom is monitored and outside of ten minutes the office is contacted to find them

Substitutes	<p>Protocols</p> <ul style="list-style-type: none"> -Substitutes are issued a sub folder that contains all relevant protocols
Within Classrooms	<p>Protocols</p> <ul style="list-style-type: none"> -Children are never in classroom without an adult -Active supervision is used -Lessons are used to keep students in engaged with little down time
Any other elements that are relevant to your particular school	<p>Protocols</p> <ul style="list-style-type: none"> -PBIS Boot Camp at start of year and during mid-year to teach expectation -Cameras strategically placed through building for monitoring purposes -Non-Classroom staff (i.e. administrators) travel through halls often
Use of building level safety team protocols	<p>Protocols</p> <ul style="list-style-type: none"> -Protocols are reviewed and revised on an annual and as-needed basis
Students with specific safety plans or special needs that require additional supervision (do not include names in public document)	<p>Protocols</p> <ul style="list-style-type: none"> -For students that need specific safety plans, those plans are developed in coordination with administrative staff, classroom and special areas teachers and special school district teacher -PBIS T2/3 Team monitors student data to identify students that need extra support -A universal screener (AIMSweb) is used to identify students before issues occur
Processes for responding to dangerous activities	<p>Protocol</p> <ul style="list-style-type: none"> -Any situation is investigated and consequences issued based on Student Behavior Guide
Professional Learning necessary to operationalize your plan	<p>Protocol</p> <ul style="list-style-type: none"> -Active supervision presentation at start of each school year -Refreshers on an as-needed basis
Review process for the plan for revisions as found necessary	<p>Protocols</p> <ul style="list-style-type: none"> -Protocols are reviewed and revised on an annual and as-needed basis
<p>Communications plan for your Supervision plan to include:</p> <ul style="list-style-type: none"> -Staff -Students -Community 	<p>Staff: Faculty Meeting 3-18-22</p> <p>Students: Presented during lunches</p> <p>Community: Website, Newsletter and Sunday phone call; Shared during PTA meeting</p>