



INDIANA DEPARTMENT of EDUCATION

2023-2024

School Safety Training and Awareness Calendar

AUGUST

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

CONDUCT ACTIVE SHOOTER DRILL WITHIN THE FIRST 90 DAYS OF THE START OF SCHOOL

CERTIFY THAT ALL PLANS FOR EACH SCHOOL HAVE BEEN REVIEWED AND REVISED

SEPTEMBER

PROMOTE YOUR ANONYMOUS REPORTING SYSTEM

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

OCTOBER

ISSA ADVANCED TRAINING OCT. 12-13

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

STATEWIDE FIRE DRILL, FIRE PREVENTION WEEK OCTOBER 9 - 13

GREAT SHAKEOUT, STATEWIDE EARTHQUAKE DRILL (OCTOBER 19)

NOVEMBER

BASIC TRAINING TENTATIVE DATES:
NOVEMBER 20 AND 21

MAINTAINING SCHOOL SAFETY DURING ELECTIONS

WINTER WEATHER PREPAREDNESS WEEK
NOVEMBER 5 - 11

DECEMBER

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

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 (DECEMBER 31)

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

FEBRUARY

BASIC TRAINING – TENTATIVE DATE FEBRUARY 8

COMPLETE BASIC TRAINING MOODLE COURSE

DRILL SUBSTITUTION OPTION, SCHOOLS MAY 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 (MARCH 10 - 16) STATEWIDE TORNADO DRILL (MARCH 12)

INVITE FIRST RESPONDERS TO CONDUCT WALKTHROUGHS OF YOUR SCHOOL BUILDINGS

APRIL

REVIEW BOMB THREAT TRAINING AND YOUR BOMB THREAT PROTOCOLS

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

MAY

TENTATIVE SPRING ADVANCED TRAINING

TIPS FOR SCHOOLS THAT ARE POLLING LOCATIONS FOR ELECTIONS

JUNE

END OF YEAR REPORTS DUE:

CRIMINAL ORGANIZATIONAL ACTIVITY (JUNE 1)

COLLECT STAFF SAFETY PLANS REVIEW AND UPDATE YOUR PLANS AS NEEDED

JULY

END OF YEAR REPORTS DUE;

ARREST DATA DUE JULY 1

BULLYING DATA REPORTS JULY 1

DISTRIBUTE AND TRAIN STAFF ON YOUR UPDATED BUILDING SAFETY PLAN