



SCHOOL SAFETY BOOKLET

SAFETY IS EVERYONE'S RESPONSIBILITY

FALL 2025 ISSUE



CCSD59 is committed to keeping our schools safe for all students and staff. In this season's Safety & Security Booklet, you'll find updates on:

1. **Goal Progress** - How we're tracking on this year's focus areas
2. **Standard Response Protocol (SRP)** - A refresher on the safety protocol we use, and what students and families should know
3. **Safe Gun Storage** - Resources on how to talk to your child about this important topic
4. **School Resource Officer (SRO) Program** - Meet our officers and learn what's working, along with areas we're continuing to strengthen
5. **Pedestrian Safety** - Key reminders for students walking to and from school
6. **Mental Health Screenings** - A look ahead with information on the new Illinois state mandate



GOAL PROGRESS

CCSD59 is proud to share that of the four key focus areas identified for the 2025–26 school year, one has been fully completed and three have seen significant improvement. These results are the product of targeted planning, expanded training, and collaborative work between the Safety Team, building leaders, School Resource Officers, and support staff.

1. **Standard Response Protocol (SRP):** Completed and Ongoing Improvements - students learned age-appropriate safety lessons, staff received training and messages to be reinforced during Safety Week and on district channels.
2. **School Resource Officers (SROs):** Expanded and Ongoing - new officers joined, schedules were updated for better coverage, and officers continue to support safety lessons and school events.
3. **Reunification Preparedness:** Improved and Ongoing - district staff earned certification in reunification practices, with new trainings and practice exercises held this year.
4. **Culture of Safety:** Improved and Ongoing - strengthened through teamwork with SEL, Safety Week activities, and clear, consistent safety messages across schools.

All staff and families can provide input at any time on any of these topics by reaching out to a member of our safety team below.

DR. KATIE AHSELL

ASSISTANT SUPERINTENDENT OF STUDENT SERVICES AND SUPPORT

DANNY MALIK

DIRECTOR OF SAFETY AND SECURITY

ALBERT TIJERINA

DIRECTOR OF FACILITIES AND OPERATIONS

Safety is everyone's responsibility. Thank you for your commitment to safe learning environments for every learner.

STANDARD RESPONSE PROTOCOLS

CCSD59 continues to follow the Standard Response Protocol (SRP) adopted from the [I Love You Guys Foundation](#). All staff members continue to be trained to use this protocol, and families have received information about the language we use in these situations. Students will continue to practice this language during both Safety Weeks this year.

Read on for additional information tied to each of the five (5) response protocols.



STANDARD RESPONSE PROTOCOL

-  **HOLD**
In your room or area.
Clear the halls.
-  **SECURE**
Get inside.
Lock outside doors.
-  **LOCKDOWN**
Locks, lights,
out of sight.
-  **EVACUATE**
To the announced
location
-  **SHELTER**
Using the announced
hazard and strategy.

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STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our school has adopted The "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Term of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD

"In Your Classroom or Area"

Students are trained to:

- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Adults and staff are trained to:

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE

"Get Inside. Lock outside doors"

Students are trained to:

- Return to inside of building
- Do business as usual

Adults and staff are trained to:

- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN

"Locks, Lights, Out of Sight"

Students are trained to:

- Move away from sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend



EVACUATE

"To a Location"

Students are trained to:

- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and staff are trained to:

- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method.



SHELTER

"State Hazard and Safety Strategy"

Hazards might include:

- Tornado
- Hazmat
- Earthquake
- Tsunami

Safety Strategies might include:

- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:

- Appropriate Hazards and Safety Strategies

Adults and staff are trained in:

- Appropriate Hazards and Safety Strategies
- Accounting for students and adults
- Report injuries or problems using Red Card/Green Card method.





STANDARD RESPONSE PROTOCOL

PARENT GUIDANCE

In the event of a live incident, parents may have questions about their role.

SECURE

“Get Inside. Lock outside doors”



Secure is called when there is something dangerous outside of the building. Students and staff are brought into the building and the outside doors will be locked. The school might display the Building is Secured poster on entry doors or nearby windows. Inside, it will be business as usual.

SHOULD PARENTS COME TO THE SCHOOL DURING A SECURE EVENT?

Probably not. Every effort is made to conduct classes as normal during a secure event. Additionally, parents may be asked to stay outside during a Secure event.

WHAT IF PARENTS NEED TO PICK UP THEIR STUDENT?

Depending on the situation, it may not be safe to release the student. As the situation evolves, Secure might change to a Monitored Entry and/or Controlled Release.

WILL PARENTS BE NOTIFIED WHEN A SCHOOL GOES INTO SECURE?

When a secure event is brief or the hazard is non-violent, like a wild animal on the playground, there may not be a need to notify parents while the Secure is in place.

With longer or more dangerous events, the school should notify parents that the school has increased their security.

LOCKDOWN

“Locks, Lights, Out of Sight”



A Lockdown is called when there is something dangerous inside of the building. Students and staff are trained to enter or remain in a room that can be locked, and maintain silence.

A Lockdown is only initiated when there is an active threat inside or very close to the building.

SHOULD PARENTS COME TO THE SCHOOL DURING A LOCKDOWN?

The natural inclination for parents is to go to the school during a Lockdown. Understandable, but perhaps problematic. If there is a threat inside the building, law enforcement will be responding. It is unlikely that parents will be granted access to the building or even the campus. If parents are already in the school, they will be instructed to Lockdown as well.

SHOULD PARENTS TEXT THEIR STUDENTS?

The school recognizes the importance of communication between parents and students during a Lockdown event. Parents should be aware though, during the initial period of a Lockdown, it may not be safe for students to text their parents. As the situation resolves, students may be asked to update their parents on a regular basis.

In some cases, students may be evacuated and transported off-site for a student-parent reunification.

WHAT ABOUT UNANNOUNCED DRILLS?

The school may conduct unscheduled drills, however it is highly discouraged to conduct one without announcing that it as a drill. That’s called an unannounced drill and can cause undue concern and stress.

Parents should recognize that the school will always inform students that it is a drill during the initial announcement.

It’s important to differentiate between a **drill** and an exercise. A drill is used to create the “Muscle Memory” associated with a practiced action. There is no simulation of an event; this is simply performing the action. An exercise simulates an actual event to test the capacity of personnel and equipment.



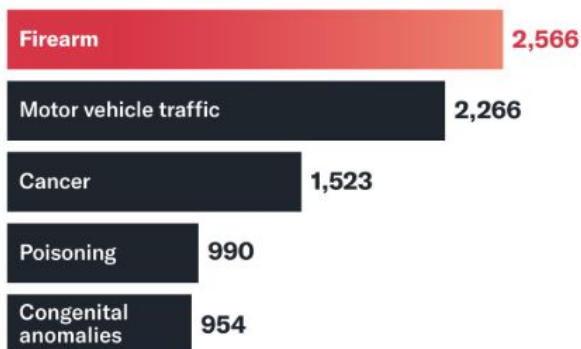
SAFE GUN STORAGE

According to a national survey*, approximately 4.6 million American children live in homes with guns that are not stored securely. It is important for gun owners to know how to responsibly store their gun to keep their families safe. This includes making sure it is inaccessible to children and other people who are at risk of harming themselves or others.

Gun safety is a topic during this year's Safety Week - students will learn that if they see a gun anywhere they should stop, not touch it, leave the area, and tell a trusted adult right away.

Resources on [how to talk to your child about guns](#) and [keeping your home safe with secure storage](#) are available from [Be Smart](#).

Firearms are the **leading cause of death** for American children.



BeSMARTforKids.org

CDC, WONDER, Underlying Cause of Death, 2023, Ages 1-17.



As summer comes to a close and kids head back to school, adults have homework, too.

Learn how to securely store guns to keep them out of the hands of children.

#BeSMART

BeSMARTforKids.org/SMART-Week



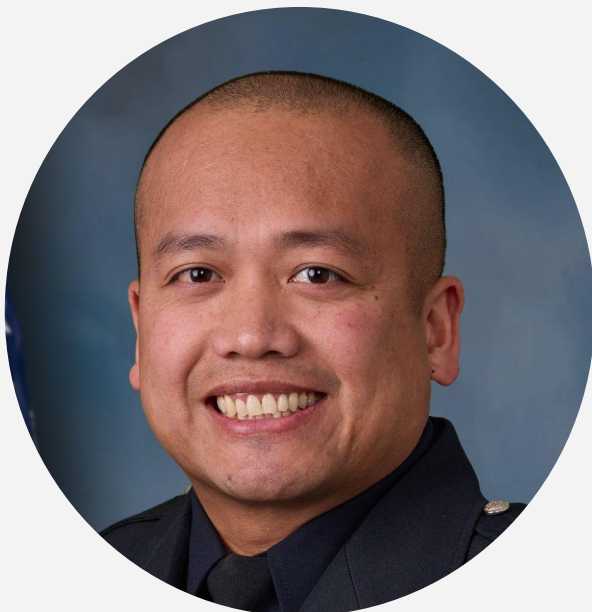
Matthew Miller and Deborah Azrael, "Firearm Storage in US Households with Children: Findings from the 2021 National Firearm Survey," JAMA Network Open 5, no. 2 (2022): e2148823.

MEET OUR NEW SROs

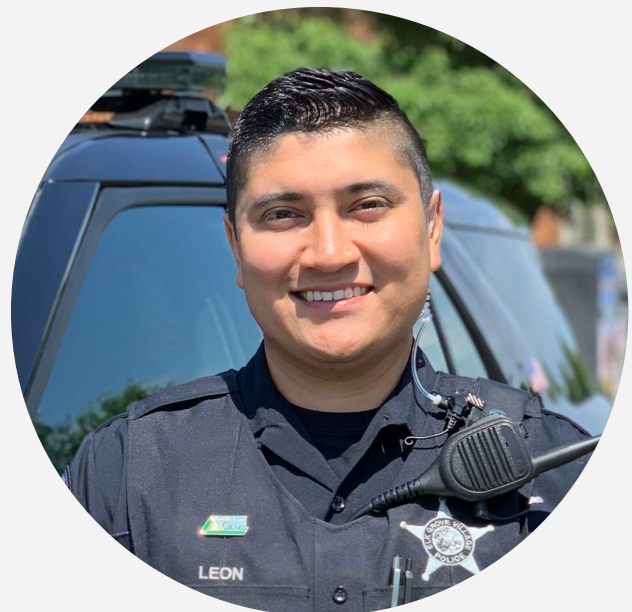
The SRO Program seeks to:

- Help prevent crime
- Support student safety
- Mentor youth
- Provide educational discussions around drugs and alcohol, social media, conflict resolution, and more

The program is reviewed on an ongoing basis and formally evaluated once a year. This includes looking at proactive work in schools, reviewing police-related incidents, and gathering feedback from students and staff. Strengths and areas for improvement are shared and discussed between SROs and administrators, just like evaluations for other district staff. Mid-year check-ins with both SROs were held in December, and an end-of-year presentation was provided to the safety committee. See the next page for results of the evaluation.



*SRO Chris Arevalo
Mount Prospect Police Department*



*SRO Byron Leon
Elk Grove Village Police Department*

SRO PROGRAM EVALUATION OUTCOMES

Following the mid-year meetings, feedback was grouped into two main areas: “What’s Working” and “Continued Areas of Focus.”

What’s Working:

- More safety lessons for junior high students
- Supporting safe and informed school climate
- Building relationships with students and families
- Responding to safety concerns in a professional way
- Creating shared lessons so instruction is consistent across schools

Continued Areas of Focus:

- Providing similar support to Des Plaines schools until an SRO can be assigned
- Increasing visibility and support in elementary schools
- Supporting Safety Week activities, including drills and lessons on topics such as safe gun storage, online safety, and pedestrian safety

Professional Learning:

Director Malik and Officer Palmese attended a National Conference to learn about best practices for school-police partnerships.

Review

The SRO program will be reviewed annually by the safety committee in the spring.

PEDESTRIAN SAFETY

As your child walks to school, safety is essential. Remind your child to*:

- Obey all traffic signs and signals
- Use routes with sidewalks or the least amount of traffic
- Watch for cars at driveways and intersections
- Cross at crosswalks or intersections with a walk signal
- Stop at the curb, look left, right, and left again before crossing
- Wait until it is safe, and keep looking for traffic while crossing
- Walk across the road - do not run
- Wear reflective gear if it is dark or visibility is low (rain, snow, etc.)
- Follow your example - show them safe habits and explain what you are doing as you walk together

*Information shared by [Safe Routes to School](https://www.saferoutesinfo.org/). Learn more at [saferoutesinfo.org](https://www.saferoutesinfo.org/).



E-Bikes & E-Scooters

For the safety of all students, **e-bikes and e-scooters are not permitted on school property.** This includes during the school day, after-school activities, and evening/weekend events. Students should not use them to pick up younger siblings at dismissal.

Acceptable transportation: walking, traditional pedal bicycles, carpooling, or district bus service.

What Families Should Know

- Most villages and cities within CCSD59 have either adopted ordinances restricting e-bikes and e-scooters or are currently reviewing such restrictions.
- Illinois law prohibits anyone under 16 from operating a Class 3 e-bike (pedal-assist up to 28 mph). All riders must follow traffic laws, including obeying signals and yielding to pedestrians.

Reminder: These devices can reach high speeds and pose risks in crowded school areas. Thank you for helping us keep our campuses safe.

A LOOK AHEAD: MENTAL HEALTH SCREENING

The Illinois State Board of Education has been studying mental health screening efforts in schools across the state. On July 31, 2025, Illinois became the first state to mandate mental health screening in schools for grades 3 through 12. Screening is a process that can involve parents, students, and staff answering questions about a child. Those answers are used to help schools find support for students in need. Next steps for District 59 include:

- **Learning More** about the mandate, requirements and possibilities of screening processes needed.
- **Reviewing** the presentations and surveys we have in place for student social and emotional needs
- **Forming a Staff Committee** to explore the requirements and tools available for mental health screening
- **Creating an Implementation Plan** with input from the staff committee that meets the needs of the students, staff, and the state-wide mandate.



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