



School Safety Committee & Tabletop Session Scoring System

School Name: _____

Date: _____

OVERALL SCORE (out of 100%) = _____

**This document is based on a calendar year. **

1. Obtain documentation demonstrating that the School Safety Committee meet twice yearly, with one of the two sessions being a Tabletop Exercise led by Central Office.

Compliance- 10 points

Noncompliance- 0 points

2. Did the school submit and conduct the required safety drills and inspections into the safety portal by the required due date?

Compliance- 10 points

Noncompliance- 0 points

3. Based on the school's completed SAF-F019 form, is the team composed of Office Personnel, Teacher, School Nurse, Lead Custodian, Food Service Manager, Counselor, School Resource Officer, and all Administration and were all members (or their designated alternate) present at each School Safety Committee session?

Compliance- 10 points

Noncompliance- 0 points

4. Determine if each member of the team knows (able to vocalize successfully) their titles, roles, responsibilities, and tasks in an emergency situation?

Compliance- 10 points

Noncompliance- 0 points

5. Observe each member of the team verify access to the CMCSS online Emergency Plan with their provided username and password?

Compliance- 10 points

Noncompliance- 0 points

6. Observe that the notes from the previous School Safety Committee meetings / Tabletop Session are posted in office / mailroom area for employee review?

Compliance- 10 points

Noncompliance- 0 points

7. Determine if documentation of the School Safety Committee demonstrates evidence of a yearly (minimum) review of the CMCSS online Emergency Management Plan, including their individual school's plans? Refer to SAF-G001.

Compliance- 10 points

Noncompliance- 0 points

8. Obtain documentation to determine if all School Safety Committee members have taken online training regarding FEMA's ICS-100Sca course and IS-700a course (or in the active process of starting training)? Refer to SAF-G001.

Compliance- 10 points

Noncompliance- 0 points



9. As a result of the previous Tabletop Session, has the team met one of the established goals from the prior year's Tabletop Session?

Compliance- 10 points

Noncompliance- 0 points

10. Is the school staff and safety committee trained on the Standard Response Protocol and understand the different responses?

Compliance- 10 points

Noncompliance- 0 points

If YES, please list goal(s) here:

Comments section:
