



School Safety Q&A Session Outline

I. Welcome & Objective Statement

- Introduce security leadership and officers
- Explain purpose: clarify roles, procedures, expectations
- Emphasize partnership: school + security + parents
- Maintain calm, confident, student-centered tone

II. Overview of Security Services

Topics:

- Daily duties: patrol, access control, door checks, supervision
- Prevention strategies: visibility, behavioral awareness
- Coordination with administration and district leadership
- Role limitations: not law enforcement or disciplinary staff

Common Questions:

- "What does a security officer do all day?"
- "How do you prevent incidents before they happen?"

III. Core Safety Protocols Overview

1. Lockout (Threat outside building)

- Trigger, student/staff actions, officer responsibilities

2. Lockdown (Threat inside building)

- Immediate measures
- Teacher expectations
- Officer response and coordination with law enforcement

3. Shelter (Weather or environmental hazard)

4. Evacuation (Fire, gas leak, structural hazard)

5. Medical & Behavioral Response (de-escalation, first aid)

IV. Communication & Reporting

Topics:

- Officer → Dispatch → Admin information flow
- Parent notification methods
- Why details may be restricted during active events
- Anonymous reporting tools (tip lines, QR codes)

Common Questions:

- "Will parents be notified instantly?"
- "Why can't details be shared during a crisis?"
- "How do you handle false reports?"

V. Physical Security Measures

Topics:

- Door integrity & perimeter checks
- Camera system usage
- Visitor screening & check-in
- Patrol zones and daily routines

Common Questions:

- "Can someone enter through side doors?"
- "Are cameras monitored live?"

VI. Student Behavior, Threat Assessment & Discipline

Clarifications:

- Officers assist threat assessment teams
- Officers do NOT discipline students
- Importance of early reporting
- Behavioral indicators officers monitor

Common Questions:

- "What happens if a student makes a threat?"
- "Do officers search students?"

VII. Parent & Teacher Partnership Roles

Staff Responsibilities:

- Keep doors closed/locked
- Take drills seriously
- Report concerns early
- Provide calm leadership

Parent Responsibilities:

- Avoid rushing to campus
- Use proper communication channels
- Encourage student awareness without fear

VIII. Officer Qualifications & Training

- CLEET certification
- De-escalation & active threat training
- Emergency medical modules
- Ongoing school safety development

Common Questions:

- "Are officers armed?"
- "What training do they receive?"

IX. Open Q&A Session

Guidance:

- Answer general safety, communication, and procedural questions
- Do not disclose tactical vulnerabilities or student-specific details

Redirect phrases:

- "For safety reasons, we can't go into tactical specifics..."
- "That involves student privacy, but here is the process..."

X. Closing Message

Key Points:

- Transparency
- Collaboration
- Shared responsibility for safety
- Black Flag's commitment to professionalism

Invite follow-up contact with Black Flag leadership.