

School Safety Team Process & Procedures – Fidelity Checklist (SAMPLE)

Jefferson High School

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Fidelity check for the year (circle one): *FALL WINTER SPRING*

Date:

Team Members Evaluating:

Action	YES – Completed	NO – Not addressed	IN-PROGRESS	STATUS UNKNOWN
Three safety team meetings schedule for the academic year.				
One vulnerability assessment scheduled for the year.				
One table-top exercise scheduled, with topic based on needs noted within in vulnerability assessment.				
Safety and Crisis Plans reviewed and updated.				
Crisis team go-kits reviewed and upgraded, as needed.				
Meeting with community crisis response partners scheduled.				
New training options considered by the safety team; requests submitted.				
New Safety and Crisis team members are considered and added. Diverse/varied membership ensured, including school-based mental health professionals.				
Electronic crisis response resources updated with new materials (e.g., NASP handouts).				

Social media platforms reviewed with eye on appropriateness for effective crisis prevention to crisis recovery.				
Psychological trauma triage system reviewed annually; improvements to process considered.				
All crisis response procedure policies reviewed as a reminder and for ongoing appropriateness (e.g., memorials policy, social media policy, FERPA emergency exception, etc.)				
Psychoeducational intervention scripts and templates reviewed and updated, as needed.				
Psychological first-aid – review training provided annually to school-based mental health professionals.				
Post-crisis evaluation data collected and reviewed, as needed.				
New non-English crisis response materials developed, as needed.				