

THE BROWARD COUNTY LEAGUE OF CITIES'
SCHOOL AND COMMUNITY PUBLIC SAFETY
TASK FORCE

INITIAL REPORT AND RECOMMENDATIONS

June 4, 2018

Exhibit #7

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF THE
CHIEF PORTFOLIO SERVICES OFFICER**

DATE: February 26, 2018
TO: Principals
FROM: Dr. Deborah R. Gavilan, Director
Before & After School Child Care
VIA: Leslie M. Brown
Chief Portfolio Services Officer and



Dr. Valerie S. Wanza
Chief School Performance & Accountability Officer

SUBJECT: SAFETY IN BEFORE AND AFTERCARE PROGRAMS

As always, providing a safe campus for our students enrolled in a Before and After School Child Care Program continues to be a requirement of the Quality Needs Assessment Standards for Before and After School Child Care. At this time, we are requiring you to re-evaluate your campus for the safety protocol for all aspects of your programs as well as specifically the single point of entry during drop off and pick up times for these programs.

- As consistently shared and monitored through the needs assessment process, BASCC programs must continue to use only the school designated single point of entry for your before and aftercare program. It is the responsibility of the principal, through the aftercare program supervisor, to ensure that all gates remain locked at all times during the program hours, other than the single point of entry designated gate.
- School staff that is employed in your before and aftercare program should be parking in the single point of entry parking area, so as not to prompt the opening and closing of additional gates at multiple points in time during the before and aftercare program schedules.
- The principal, through the program supervisor, must ensure that BASCC program staff are not propping open the gates and leaving them open.
- Maintenance staff (grass cutters and facilities service persons) must be reminded to close the gates when they enter and exit your campus. After care supervisors, custodial staff and child care monitors must alert the custodial supervisor for the aftercare program when district workers are on campus to re-check that the gates are secured while district facilities staff is on and when leaving campus.
- As always, classroom doors are to remain locked at all times during a BASCC Program. Protocols for entrance and exit from each classrooms to ensure doors remain locked must be consistently applied at each site.

- The continued proactive safety approach to the school environment during a BASSC Program is essential to student and staff safety. It is imperative that every program readdress their safety protocols and ensure that every staff member understands the required systems as well as the overall district safety codes and reporting structure.

For additional information, please contact **Dr. Deborah Gavilan, Before & After School Child Care, at 754-321-3330.**

LMB/DG:dc

Cc: Cabinet