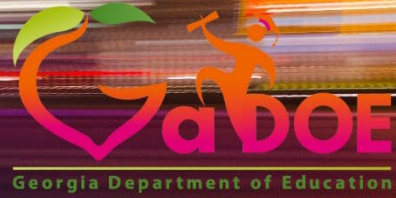


SUPERINTENDENT'S SCHOOL SAFETY CHECKLIST



This checklist is intended to be a resource for Georgia School Superintendents. The school safety requirements that are included are administrative law regulations requiring district level oversight and not criminal law statutes.

OFFICIAL CODE OF GEORGIA

[OCGA 20-2-1185](#): School Safety Plans & Emergency Drills

- School Safety plans must be updated and submitted annually to local law enforcement, local emergency management officials and to the Georgia Emergency Management & Homeland Security Agency.
- An intruder drill must be completed by all schools prior to October 1st of each year and reported promptly to the Georgia Emergency Management and Homeland Security Agency.

[OCGA 25-2-31](#): Emergency Fire Drills

- Fire Drills must be conducted monthly with all occupants participating. One must be conducted within the first 10 days with a second being completed within the first 30 days of school.

[OCGA 20-2-751.4](#): Bullying Prevention

- Each local board of education shall adopt a policy that prohibits bullying of a student by another student and shall require it to be included in the student code of conduct.

[OCGA 20-2-779.1](#): Suicide Prevention

- Each local school system shall adopt a policy on suicide prevention. At minimum, the policy shall address procedures relating to prevention, intervention and postvention.

[OCGA 50-24-4](#): Foreign Media Social Applications

- Senate Bill 93 prohibits all State of Georgia employees and K-12 public school students from installing, using or visiting any of the prohibited social media platforms on state equipment.

[OCGA HOUSE BILL 874](#): CPR & AED's

- Each school in this state shall have at least one functional automated external defibrillator (AED) on site at all times and must be accessible during all school hours and during any school related function.
- A written emergency action plan that establishes specific steps to take during a cardiac emergency is required.

- An internal response team composed of at least five staff members shall be established and responsible for the oversight of a response to a person in cardiac arrest. One or more team leads shall be trained in CPR.
- Two emergency action plan practice drills must be completed per school year, with at least one per semester. One drill may be a table-top drill.

OCGA Senate Bill 395 Opioid Antagonist

- All local school systems or public schools, including charter schools, shall acquire and maintain a supply of opioid antagonists in any secure location where an individual may have an opioid overdose.

STATE BOARD RULES

Rule 160-4-8-.16 Student Discipline Reporting

- All local school systems shall annually report to GaDOE data regarding students found by official action to be in violation of school rules related to criminal offenses listed within 160-4-8-.16

Rule 160-4-2-.12 Health & Physical Education

- Each local board of education shall develop and implement a comprehensive health and physical education program that shall include information on alcohol and drug use, safety and mental health, etc. Other components include grades K-12 schools shall provide alcohol, vapor products, and other drug education on an annual basis. Additionally, grades 9-12 shall receive instruction on CPR and the use of an automated external defibrillator to its students.

Rule 160-5-3-.13 Transportation

- Local units of administration shall ensure that students receive instruction annually in safe riding practices and emergency evacuation.

RESOURCES

- [Georgia’s Center for School Safety](#)
- [Georgia Department of Education – Office of Whole Child Supports](#)
- [Georgia Department of Public Health – Schools and Childcare](#)
- [Georgia Office of Insurance and Fire Safety – School Fire Drill Reporting](#)
- [Georgia Emergency Management & Homeland Security Agency – School Safety](#)
- [Georgia Public Safety Training Center – School Resource Officer Training](#)

This document was developed as a collaborative effort between the Georgia Department of Education and the Georgia Emergency Management & Homeland Security Agency.