New York State
EDUCATION DEPARTMENT
Knowledge › Skill › Opportunity

New York State
Center for School Safety

Facilitator Guide

This recorded presentation is *a resource that may be used to provide an initial annual safety plan training for staff as required by the Safe Schools Against Violence in Education Act*

This ***Initial Annual Safety Plan Training*** is a recorded slide presentation designed to provide an overview of student mental health, violence prevention, and includes prompts to guide your school or district through an overview of your District-Wide School Safety Plan and Building-Level Emergency Response Plan.

PLEASE NOTE: Included in this session are opportunities to lead participants through discussions and to review school and district protocols and safety plans. As you move through the slides, **it is essential for your school to provide building-specific information**.

This slide deck was developed in August 2022. Please check the NYS Education Department website for any updates that may have occurred after August 2022 and include those updates in your training program.

To use this recorded slide deck as intended:

- The training is designed as a group training session.
- Please plan for approximately 2 hours to complete the session. You may choose to do this in one session or multiple sessions.
- As the *Facilitator*, you should be prepared to start and stop the video for discussion among participants. At a minimum, the video should be paused for discussion on slides: 16, 17, 20, 22, 29, 31, 37 – 42, 44 – 51.
- The training materials include an external video created by the CDC on Youth Violence Prevention. The video is approximately 2 minutes long. Please be prepared to play the CDC video on slide 24 using the link below.

  Video: "What is Youth Violence?" from the Centers for Disease Control and Prevention
  https://www.cdc.gov/violenceprevention/youthviolence/
- Please assign a member of your Student Support Services team to lead the discussions on mental health and violence prevention (slides 5 – 31). This person **must review the recording in advance** and must **prepare the relevant information** that will be presented to your staff.
- Please assign a member of your safety team to review the content related to your Building-Level Emergency Response Plan (slides 32 – 51). This person **must be familiar with your Plan,** must **review the recording in advance**, and must **prepare the relevant information** that will be presented to your staff.
- Please prepare any additional materials, including the *Student Mental Health and Violence Prevention Resource List* and *Emergency Response Reference Card*.

For Further Information

Safe Schools Against Violence in Education (Project SAVE)

New York State Education Department
Student Support Services
518-486-6090
StudentSupportServices@nysed.gov
https://www.p12.nysed.gov/sss/

The New York State Center for School Safety
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www.nyscfss.org
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