

**All Personnel**

BP 4158(a)  
BP 4258  
BP 4358

**EMPLOYEE SAFETY**

The Governing Board desires to provide a safe and orderly working environment for all employees. As part of the district's comprehensive school safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for assisting employees in the event of an emergency.

In accordance with the law, the Superintendent or designee shall ensure that employees are informed about crimes and offenses by students who may pose a danger in the classroom.

If violence or threat of bodily harm occurs against an employee in his/her workplace, and the employee notifies the Superintendent or designee, reasonable steps will be taken to protect the employee from harm. When the employee notifies the Superintendent or designee, the district shall take appropriate action to determine what assistance the employee needs.

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication, crisis intervention, and conflict resolution.

**Reporting of Injurious Objects**

The Board requires school employees to take immediate action when they become aware that an individual is in possession of an injurious object on school grounds or at a school-sponsored activity. The employee shall use his/her own judgment to assess the severity of the situation. Based upon this analysis the employee shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately.
2. Notify the principal immediately, who shall take appropriate action.
3. Notify local law enforcement as well as the principal.

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of person(s) involved, witness(es), location, and the circumstances of the seizure.

*Legal Reference:*

EDUCATION CODE

48201 *Transfer of student records*

49079 *Notification to teacher; student who has engaged in acts constituting grounds for suspension or expulsion*

49330-49335 *Injurious objects*

CIVIL CODE

51.7 *Freedom from violence or intimidation*

**All Personnel**

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**EMPLOYEE SAFETY (Continued)**

CODE OF CIVIL PROCEDURE

*427.8 Workplace violence safety act*

GOVERNMENT CODE

*995-996.4 Defense of public employees*

PENAL CODE

*71 Threatening public officers and employees and school officials*

*241.2 Assault on school or park property against any person*

*241.3 Assault against school bus drivers*

*241.6 Assault on school employee includes board member*

*243.2 Battery on school or park property against any person*

*243.3 Battery against school bus drivers*

*233.6 Battery against school employee includes board member*

*245.5 Assault with deadly weapon; school employee includes board member*

*601 Trespass by person making credible threat*

*626.9 Gun-Free School Zone Act of 1995*

*646.9 Stalking*