

Oak Run Elementary School District

2026-2027

Board Adopted 5/21/26

Workplace Violence Prevention Plan

SB 553

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Oak Run, CA 96069
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**“Unleash Their
Dreams ~ Ignite**

1. Policy Statement

Oak Run Elementary School District (ERESD) is dedicated to providing a safe, secure, and respectful working and learning environment for all staff, students, parents, and visitors. We strictly enforce a zero-tolerance policy for any acts of violence, threats, harassment, or intimidation within our schools or during school-related activities. This plan outlines our proactive measures to prevent workplace violence by California state law and our unwavering commitment to the safety and well-being of our community.

2. Risk Assessment *(Appendix A)*

An annual risk assessment will be conducted to identify potential risks and vulnerabilities related to workplace violence. This assessment may take into account:

- Analysis of incidents occurring within the last year.
- Consultations with staff, law enforcement, and security experts.
- Examination of school facilities and existing security measures.
- Consideration of external factors, including community safety trends.

3. Training and Education

Mandatory training will be provided to all ORESD employees, which will

- Identification of behavior that may indicate potential for workplace violence.
- Strategies for conflict resolution and de-escalation.
- Detailed review of ORESD's policies for reporting and managing
- Comprehensive emergency response protocols tailored to each school's layout and resources.
- Employee training courses include the following:
 - Threat Assessment Keenan Module Full Course

Training will be conducted upon employment and annually afterward, with additional sessions to address emerging issues.

4. Reporting Procedures

ORESD establishes a confidential, accessible reporting system for violence or threats through an online Google Form and direct contact with trusted staff

- Assurance against retaliation for individuals reporting concerns.
- Immediate and appropriate follow-up actions on all reports received.

Link for online form : <https://forms.gle/HWHRt4mwCp3oqEa48>

5. Response Plan

Upon the report of an incident, ORES

- Activate immediate measures to secure the safety of all individuals involved.
- Provide necessary medical and psychological support to affected persons.
- Initiate a thorough investigation to ascertain facts and determine necessary disciplinary or corrective actions.
- Communicate with the school community as appropriate, respecting the privacy and confidentiality of those involved.

6. Review and Improvement

The Workplace Violence Prevention Plan will be reviewed annually or after any significant incident, with adjustments made based on feedback from the school community, insights gained from incident reviews, and changes in legal or policy requirements.

7. Collaboration with Law Enforcement and Community Resources

ORESD will collaborate closely with local law enforcement agencies and community organizations to enhance our violence prevention capabilities through:

- Shared training programs.
- Exchange of relevant safety and security information.
- Access to support and recovery resources for staff and students.

8. Documentation and Record-Keeping

All training records, incident reports, investigations, and response actions will be maintained confidentially to support compliance, effectiveness assessment, and continuous improvement of the prevention plan.

Compliance and Legal Considerations

This plan has been developed to align with the requirements of California state law and will be regularly reviewed to ensure ongoing compliance with all applicable legal and regulatory mandates. ORESA commits to upholding the highest standards of safety and respect within our community.

APPENDIX A

Workplace Violence Prevention Risk Assessment Template

Introduction: This document serves as a template for conducting an annual risk assessment to identify and mitigate potential risks of workplace violence within the Oak Run Elementary School District (ORESD). This assessment aims to ensure a safe and secure environment for all students, staff, and visitors.

Section 1: Data Collection

1.1 Incident Review:

- Summary of reported violence or threatening behavior incidents in the past year.
- Analysis of trends or patterns (e.g., time, location, type of incident).

1.2 Input from School Community:

- Surveys or interviews with staff, students, and parents about their perceptions of safety and any concerns regarding workplace violence.
- Meetings with school safety committees or teams to discuss observations and suggestions.

1.3 Physical Security Assessment:

- Inspect school buildings and grounds to identify security vulnerabilities (e.g., unsecured entrances, lack of surveillance cameras).
- Review current security measures (e.g., access control systems, emergency communication tools).

1.4 Review of External Factors:

- Consideration of community safety trends or events that may impact school safety.
- Coordination with local law enforcement for insights on local threats or patterns of violence.

Section 2: Risk Analysis

2.1 Identification of Risks:

- Listing of identified potential risks based on data collected, categorized by likelihood and severity.

2.2 Vulnerability Assessment:

- Evaluation of existing safeguards and their effectiveness in mitigating identified risks.
- Identification of areas lacking sufficient protective measures.

Section 3: Action Plan

3.1 Prioritization of Risks:

- Prioritization of identified risks based on their potential impact on school safety and the likelihood of occurrence.

3.2 Development of Mitigation Strategies:

- Specific actions to address each prioritized risk (e.g., enhancements to physical security, changes to policies or procedures, additional training for staff and students).

3.3 Implementation Timeline:

- Timeline for implementing proposed mitigation strategies, including responsible parties and milestones.

Section 4: Monitoring and Review

4.1 Monitoring Procedures:

- Establishment of processes for ongoing monitoring of risk factors and the effectiveness of implemented mitigation strategies.

4.2 Annual Review:

- Commitment to an annual review of the risk assessment and action plan to ensure they remain relevant and practical, with adjustments made based on new information or changing conditions.