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The modules are divided into specific sections and the presenter will notify you when moving into each section to make the presentation easier to follow, understand and retain in spite of the volume of information presented.

This handout reflects the key points for the modules, space for the attendee to write down the key points for each section within the module to improve retention of the information, a place to write down and other information you find interesting from each section. As appropriate, sections may include additional information identified as “detailed content” containing text content that attendees might want to retain without rushing to write it down. This teaching and handout style has been developed specifically by Safe Havens using research based concepts to dramatically improve attendee retention and is also designed to make the session more enjoyable for attendees. We welcome any comments or suggestions you might have to improve our presentation style, handouts or specific content.

We hope you find this session to be helpful and worth your time and we thank you for your efforts to make our schools safer.

Free resources

Federal emergency management agency
United States Department of Education
Centers for Disease Control

Safe Havens International www.safehavensinternational.org

- School safety grant resource list
- Tactical site survey checklist
- Papers on various school safety topics
- Free E-newsletter
- Free E-book *Let None Learn in Fear*

Sections Covered in this Session:

- Supervision of Students
- Line of Sight
- Has Your Staff Been Trained and Motivated to Supervise Students Properly?
- Formalize Supervision
- Vulnerable Times
- Two More Powerful Tools to Improve Supervision

Section One – Supervision of Students

Key points

1. Could I steal a child from you?
2. How well do you watch them?
3. How spread out are they?
4. Do you think about your placement?
5. Do you leave children alone?

6. Are you too free to grant passes?
7. Can you coordinate with others?

Other points of interest:

Section Two – Line of Sight

Key points

1. Remove needless visual barriers
2. Staff should seek to maintain line of sight of students
3. Line of sight means better supervision

Other points of interest:

Section Three – Has Your Staff Been Trained and Motivated to Supervise Students Properly?

Key points

1. Safety zones in the morning afternoon and during lunch
2. Compartmentalization of the school
3. Positive positioning of staff
4. Security camera coverage
5. Random surprise supervision
6. Training of staff on how to supervise students

Other points of interest:

Section Four – Formalize Supervision

Key points

1. Duties clearly spelled out in writing
2. Staff assignments in writing
3. Document training/briefings
4. Written guidelines for hall passes

Other points of interest:

Section Five – Vulnerable Times

Key points

1. Morning
2. Dismissal
3. Moving students
4. Outdoor activities
5. During class periods
6. Class Change
7. Field trips
8. Special events

Other points of interest:

Section Six – Two More Powerful Tools to Improve Supervision

Key points

1. Adjusting the place of school for better supervision
2. Space management

Other points of interest:
