

# Florida Department of Education Required Actions - Date Specific



- By June 30, 2023, the district must indicate that at least 80% of required school staff have completed Youth Mental Health First Aid training
- By July 1<sup>st</sup>, all district and charter school safety-related policies and procedures must be reviewed by the School Safety Specialist (SSS) and forwarded to the Office of Safe Schools (OSS)
  - Suggested Internal deadline is on or before June 15<sup>th</sup> for submission to the OSS
- By August 1<sup>st</sup>, provide the OSS with the SSS contact information
  - Suggested Internal deadline is on or before July 15<sup>th</sup>
- By August 1<sup>st</sup>, provide the OSS with any changes to FortifyFL for the upcoming school year
  - Suggested Internal deadline is on or before July 15<sup>th</sup>
- By August 1<sup>st</sup>, provide the OSS with an updated list of Alyssa's Alert vendor selections for every district and charter school
  - Suggested Internal deadline is on or before July 15<sup>th</sup>
- By October 1<sup>st</sup>, the district must provide quantitative threat assessment data to the OSS for the previous school year via the Florida Safe Schools Assessment Tool (FSSAT) portal
  - Suggested Internal deadline is on or before September 15<sup>th</sup>
- By October 1<sup>st</sup>, all school personnel must be trained annually in active assailant response and completion must be documented in each school's School Security Risk Assessment (SSRA).
- By October 1<sup>st</sup>, all schools must submit their SSRA to the OSS
- By October 15<sup>th</sup>, submit notification to the OSS via the FSSAT portal that all schools have submitted their SSRA.
  - Suggested internal deadline is on or before September 30<sup>th</sup>
- By October 31<sup>st</sup>, SSS must make a presentation to their school Board on school safety based upon the SSRAs

- By November 1<sup>st</sup>, SSS must submit the District Best Practices via the FSSAT Portal
- By December 31, School districts and charter schools must report to the Department of Education the total estimated cost of their unmet campus hardening needs identified in the FSSAT.
- By June 30<sup>th</sup>, Public Safety Tour Assessments must be completed. (Must be completed every three years for each school in the district)

## **Required Actions - Not date specific**

- Family reunification plans must be updated/reviewed annually by first responder agencies (Reunification plan must be uploaded to the District Best Practice Assessment)
- District policy against bullying and harassment must be reviewed at a minimum of once every three years
- School Principal assignment changes must be updated within five school days on FSSAT and FortifyFL.
- Safe-school officer discipline must be reported to the OSS within 72 hours
- Any discharge of a firearm by a safe-school officer must reported to the OSS within 72 hours
- Any safe-school officer deficiencies not corrected by the following school day, must be reported to the OSS within 24 hours
- Changes in the assignment of the SSS to a district must be reported to the OSS within one school day
  - New SSS has one year to complete SSS training
  - New SSS has 30 days to complete the required FEMA training classes
- SSS must annually complete the FLDOE SSS training
- Any instance of non-compliance not corrected within 60 days, must be reported to the OSS within three days
- New school guardians must complete de-escalation training within 30 days
- Members of the School-Based Threat Management Team (SBTMT) must be trained in threat management within 90 days of joining a SBTMT

- Schools are required to provide at least 24 hours' notification to their law enforcement agency before an active assailant drill may be conducted
- An after-action report must be forwarded to the SSS to review within 15 days of completing each emergency drill and fire drill (new requirement)
- OSS requests to be notified of all incidents involving a firearm on a school campus within two hours