

Risk Management

Philadelphia Training and Assessment Review

Gillespie Middle School

RESULTS OF CODE RED DRILLS

May 14, 2003

At 9:43 AM, AIC, Romesa Scott, Principal, was handed a note which stated that *“A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom.”* The following observations were made:

- No Code Red was declared
- They normally uses “Elizabeth Gillespie report to office” for lockdown signal. They will use Edison’s Code Red Respond/ No Respond signal from now on.
- AIC left Command Center to go to site. AIC did not inform office of situation or to where she was going.
- AIC did not take a walkie-talkie to site
- ERT membership needs to be updated
- 3 NTAs arrived at the site.
- Nurse was contacted via PA to go to site. She was not told what the incident was and arrived without a first aid kit
- AIC waited to call 911. Wanted to see severity before calling
- SPO did not respond. Both are new and unaware of Code Red procedures
- Security Office/ Rm. 108 was identified as Secondary Command Center

Score:

General Preparedness – 7 points out of 35 points
General Response - 0 points out of 22 points
Specific Response - 5 points out of 25 points
Summary - 12 Points out of 82 points = 14.6%

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Philadelphia Training and Assessment Review

Munoz-Marin Elementary School

RESULTS OF CODE RED DRILLS

May 14, 2003

At 1:22 PM, Abigail Jimenez-Padron, Principal, was handed a note which stated “*A student runs into the office and tells the secretary that there is a girl who has been stabbed in the restroom.*” The following observations were made:

- Code Red – No Respond was declared and later revised to Respond.
- ERT team convened in the Command Center and the AIC explained the crisis.
- AIC was hesitant to dispatch ERT members because they could have been in danger.
- AIC immediately called the nurse and sent her to the site. Site coordinator and SPO followed.
- 911 and district office were called.
- Nurse did not have a first aid kit.
- One person did sweep the entire school. This should have been a team effort.
- Attendance procedures need to be practiced.
- AIC did not ask for child’s name and therefore no parent was contacted.
- Hallways were not completely cleared. Teachers and students need to know what a Code Red means.
- Visitor Log, absentee list and early dismissal logs were not checked.
- Very weak performance by ERT members. It was obvious that no training had taken place.

Score:

General Preparedness – 20 points out of 35 points
General Response - 12 points out of 26 points
Specific Response - 20 points out of 25 points
Summary: 52 points out of 86 points = 60.5%

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Potter Thomas Elementary School

RESULTS OF CODE RED DRILLS:

May 15, 2003

At 9:50 AM, AIC, Sergio Rodriquez, Principal was handed a note which stated that *"A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom."* The following observations were made:

- Code Red – Respond was announced.
- ERT did not respond to the Command Center
- AIC did not remain in the Command Center
- 911 was not immediately called
- No vests were distributed.
- Everyone evacuated and locked the Primary Command Center. Went to the Secondary Command Center which was locked.
- All students were kept out of the hallways
- Front door was locked and nobody remained to greet ambulance
- No attempt was made to take attendance.
- The school nurse had her first aid kit
- Have a concern about the police. AIC claims that police will not come unless details of accident are provided. Otherwise, police would consider it a prank. Unable to cancel a 911 call after it is made.
- School Police Office was identified as Secondary Command Center
- Drill was concluded at 10:03 AM.

Score:

General Preparedness – 25 points out of 35 points
General Response - 5 points out of 22 points
Specific Response - 15 points out of 25 points
Summary - 45 Points out of 82 points = 54.9%

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Penn Treaty Middle School

RESULTS OF CODE RED DRILLS:

May 15, 2003

At 1:54 PM, AIC, Don Anticoli, Principal was handed a note which stated that *"A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom."* The following observations were made:

- Code Red was announced, however neither Respond or No Respond was specified
- "Dr. Vasquez is in the building" code was also announced on PA
- AIC remained in the Command Center except to relieve the nurse of duties. Should send someone else to nurse's office.
- AIC dispatched Officer Moore to the scene who was already in office
- Messenger was believed and taken into care by an adult
- Need better attendance procedures
- Need maps for sweep teams
- Hallways were cleared
- Front door had sign stating that no one was allowed in or out
- School nurse should not accompany child to hospital
- SPO worked effectively at the site
- Parents were notified
- Rm 108 was identified as Secondary Command Center
- Drill was concluded at 2:08 PM.

Score:

General Preparedness – 19 points out of 35 points
General Response - 7 points out of 22 points
Specific Response - 15 points out of 25 points
Summary - 41 Points out of 82 points = 50%

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Philadelphia Training and Assessment Review

Stetson Middle School

RESULTS OF CODE RED DRILLS:

May 15, 2003

At 11:55 AM, the secretary was handed a note which stated that “*A male student is found hanging from a toilet support with a belt around neck.*” The following observations were made:

- Secretary was not sure what she was to do during a crisis.
- Officer Hood was in the office and told Cheryl Hackett, principal of the situation
- AIC remained in Command Center
- AIC immediately dispatched nurse and site coordinator to site
- AIC waited to call 911
- Contractors were walking around the building
- Parent was allowed to remain in office. Could hear all the details of the crisis.
- Should use floor plans to dispatch sweep team
- Attendance procedure should be practiced
- Hallways were cleared
- Visitor log, absentee list and early dismissal books should be checked
- Team responded very well
- AIC contacted parents of injured child
- Beacon Room was identified as Secondary Command Center
- Drill was concluded by 12:05 PM.

Score:

General Preparedness – 23 points out of 35 points
General Response - 15 points out of 22 points
Specific Response - 5 points out of 25 points
Summary - 43 Points out of 82 points = 52.4%

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Philadelphia Training and Assessment Review

Stoddart-Fleisher Middle School

RESULTS OF CODE RED DRILLS:

May 16, 2003

At 1:13 PM, the secretary was handed a note which stated that *"A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom."* The following observations were made:

- Secretary informed AIC, Tom Davidson, Principal, of the incident
- ERT team convened in Command Center and AIC explained crisis
- AIC consulted AIC cheat sheet to make sure that no steps were forgotten
- AIC immediately dispatched nurse and site coordinator to site
- AIC asked for identity of child and notified parents of student
- Nurse did not have working walkie-talkie
- Should use floor plans to dispatch sweep team
- Attendance procedure should be practiced
- Hallways were cleared
- Visitor log, absentee list and early dismissal books were not checked
- AIC asked Edison team to make announcement to students about success of the drill
- Drill was concluded at 1:21 PM.

Score:

General Preparedness – 30 points out of 35 points
General Response - 20 points out of 24 points
Specific Response - 20 points out of 25 points
Summary - 70 points out of 84 points = 83.3%

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Kelley Elementary School

RESULTS OF CODE RED DRILLS:

May 16, 2003

Michael Garafola, Principal, was unprepared for the drill and chose not to do one or to reschedule a drill.

Score:

General Preparedness – 0 points out of 35 points

Summary - 0 Points out of 35 points = 0%

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Waring Elementary School

RESULTS OF CODE RED DRILLS:

May 19, 2003

At 9:35 AM the school secretary was handed a message which stated *"A male student is found hanging from a toilet support with a belt around his neck."* The following observations were made:

- AIC (Carol Martin) telephoned a counselor on the second floor to check the bath room for a hanging student.
- AIC left the Command Center and proceeded to the bathroom.
- AIC returns to the office at 9:40 and instructs the secretary to call 911.
- Students were observed moving on the first floor during the drill.
- Code Red Respond was given over the PA system.
- No one responded to the Command Center.
- No attempt was made to account for students.
- No ERT vests were disseminated to staff.
- During the debriefing, Ms. Martin offered numerous excuses for why she did not follow Edison procedures. Her most notable excuse was that Philadelphia School Policies were different from Edison and she wants clarification on the differences.
- Drill was terminated at 9:45 AM.

Score:

General Preparedness – 25 points out of 35 points
General Response - 10 points out of 22 points
Specific Response - 5 points out of 25 points
Summary: 40 points out of 82 points – 48.7%

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Philadelphia Training and Assessment Review

Harrity Elementary School

RESULTS OF CODE RED DRILLS:

May 19, 2003

At 10:55 AM, Tammy Thomas, Assistant Principal, was handed a note stating that *"A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom."* The following observations were made:

- Floor plans contained in the Emergency Plan were incomplete.
- AIC did not remain in the Command Center.
- This drill occurred during a lunch period and children were on the play ground.
- Little attempt was made to control the students on the playground.
- School nurse was last person notified of the emergency and did not have a first aid kit available to take with her to the scene.
- Nurse's radio did not work.
- Teachers did not know what to do. The wrong forms were used for attendance.
- No attempt was made to account for students.
- ERT vests were locked in the principal's office and she was out of the building.
- Drill was terminated at 11:07 AM.

Score:

General Preparedness – 29 points out of 35 points
General Response - 8 points out of 22 points
Specific Response - 20 points out of 25 points
Summary: 57 points out of 82 points – 69.5%

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Anderson Elementary School

RESULTS OF CODE RED DRILLS:

May 19, 2003

At 12:03 PM, AIC, Ms. Collier was handled a note which stated that “*A male student is found hanging from a toilet support with a belt around his neck.*” The following observations were made:

- AIC claims that she only had four members of her team present in school.
- No Code Red was declared.
- AIC made phone calls to selected staff persons. She was unable to reach the school nurse.
- Students and teachers were in the hallways throughout the drill. No attempt was made to hold them in place.
- No instructions were given to call 911.
- AIC went to the scene.
- AIC does not have a clue what to do during an emergency.

Score:

General Preparedness – 10 points out of 35 points
General Response - 0 points out of 24 points
Specific Response - 0 points out of 25 points
Summary: 10 points out of 84 points – 11.9%

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Philadelphia Training and Assessment Review

Sulzberger Middle School

RESULTS OF CODE RED DRILLS

May 20, 2003

At 9:45 AM AIC, Joan Ott, Assistant Principal was handed a note which stated “*A student runs into the office and tells the secretary that there was a girl who has been stabbed in a restroom.*” The following observations were made:

- AIC was hesitant at the beginning of the drill and had to be reminded to direct that a Code Red – Respond be issued. She was further reminded to have the secretary call 911 and to issue the ERT members their red vests.
- AIC attempted to leave the command center and was cautioned not to leave.
- There are five members on the ERT. All were dispatched to the site of the stabbing.
- Approximately 8 – 10 teachers showed up in the command center holding their Code Red cards and stated that the card directed them to respond to the office.
- The AIC was advised to use them as sweep team members and issued them arm bands.
- The Secretary did not know who had to be notified and therefore required calls were not made until she was reminded to make them.
- No secondary command center had been selected. It was agreed that the Security Office on the ground floor would be an appropriate location.
- It is not clear if the school has the most recent copy of the Edison Emergency Plan.
- No attempt was made to reconcile the student’s attendance reports.

Score:

General Preparedness –	22 points out of 35 points
General Response -	10 points out of 22 points
Specific Response -	<u>20 points out of 25 points</u>
Summary -	52 points out of 82 points – 63.4%

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Philadelphia Training and Assessment Review

Alcorn Elementary School

RESULTS OF CODE RED DRILLS:

May 21, 2003

At 10:12 AM, AIC, Pamela Young was handed a note which stated that “*A male student is found hanging from a toilet support with a belt around his neck.*” The following observations were made:

- The AIC has not participated in any of the ERT training opportunities.
- Code Red was NOT declared. Notifications were made by radio to two staff persons. A long explanation was made to each person.
- Students were observed walking about the halls.
- AIC left the Command Center on several occasions.
- Philadelphia code words were not used to identify the crisis.
- No accounting of students.

Score:

General Preparedness – 10 points out of 35 points
General Response - 4 points out of 22 points
Specific Response - 5 points out of 25 points
Summary - 19 points out of 82 points = 23.1%

Risk Management

Philadelphia Training and Assessment Review

Barratt Middle School

RESULTS OF CODE RED DRILLS:

May 21, 2003

At 12:35 PM, AIC Vincent Woolard, AP was handed a note which stated that *"A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom."* The following observations were made:

- AIC did not remain in the Command Center.
- Secretary was not sure what she was to do during a crisis.
- Command was issued for Shelter in Place.
- No effort to collect attendance.
- Arm bands were worn by inappropriate staff.

Score:

General Preparedness –	28 points out of 35 points
General Response -	9 points out of 22 points
Specific Response -	<u>20 points out of 25 points</u>
Summary -	57 points out of 82 points = 69.5%

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Kenderton Elementary School

RESULTS OF CODE RED DRILLS:

May 21, 2003

At 1:57 PM AIC, the principal was handed a note which stated that *"A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom."* The following observations were made:

- Command "Crisis Team Report 4,3,1" was issued.
- ERT responded to Command Center.
- No one was told what the crisis entailed.
- No accounting of students.
- AIC remained in the Command Center.

Score:

General Preparedness –	30 points out of 35 points
General Response -	11 points out of 22 points
Specific Response -	<u>20 points out of 25 points</u>
Summary -	61 points out of 82 points = 74.3%

Risk Management

Philadelphia Training and Assessment Review

Comegys Elementary School

RESULTS OF CODE RED DRILLS:

May 22, 2003

At 9:33 AM AIC, Sue Michener, Teacher-in-Charge, was handed a note which stated that “*A male student is found hanging from a toilet support with a belt around neck.*” The following observations were made:

- Code Red – Respond was given.
- ERT was dispatched by radio.
- Parents and students were left in the office.
- AIC did an outstanding job in directing staff.
- Radio communication was faulty.
- School uses a “YES” / “NO” system for telling hall sweepers if any child was missing. (This system will be changed to comply with Edison’s procedures.

Score:

General Preparedness –	29 points out of 35 points
General Response -	16 points out of 22 points
Specific Response -	<u>5 points out of 25 points</u>
Summary -	50 points out of 82 points = 60.9%

Risk Management

Philadelphia Training and Assessment Review

Tilden Elementary School

RESULTS OF CODE RED DRILLS:

May 22, 2003

At 1:13 PM, AIC, Franklin Gantz, Principal was handed a note which stated that *"A student runs into the office and tells the secretary that there is a girl who has been stabbed in a restroom."* The following observations were made:

- Code Red – Respond was announced.
- ERT responded to assigned areas.
- AIC remained in the Command Center
- No vests were distributed.
- Parents and students were allowed to move at will throughout the building.
- No attempt was made to control students in hallways.
- There was confusion as to where the victim was located.
- No attempt was made to take attendance.
- No first aid kit was available for the school nurse.
- A teacher would not allow a student into her classroom during the drill.
- Fire alarm was sounded at the conclusion of the drill. No attempt was made to verify the location of the pull station or if there was in fact a fire.
- Drill was concluded at 1:25 PM.

Score:

General Preparedness – 28 points out of 35 points
General Response - 10 points out of 22 points
Specific Response - 20 points out of 25 points
Summary - 58 Points out of 82 points = 70.7%

General Observation: With few exceptions the results of these drills were very disappointing. Little effort had been made to prepare staff for a Code Red experience and in many cases the Teacher's Red Cards had been placed in their hands the day before the drill. Part of the problem may be that the training occurred months ago and there was no follow-up. We will have an opportunity to see if training closer to the drill produces better results. On June 4th & 5th we will be testing Shaw MS and Bracetti Academy. Both schools received training during this visit.

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Philadelphia Training and Assessment Review

Locke Elementary School

RESULTS OF CODE RED DRILLS:

June 4, 2003

At 12:43 PM, Ken Cherry, Acting Principal was handed a note which stated that *"A male student is found hanging from a toilet support with a belt around his neck."* The following observations were made:

- Appropriate command was given.
- ERT responded however many positions were not covered.
- 911 was not notified in a timely fashion.
- School nurse did not respond in a timely fashion.
- Drill concluded at 12:45 PM.
- No attempt to account for students.
- No secondary command center selected.

Score:

General Preparedness –	25 points out of 35 points
General Response -	18 points out of 24 points
Specific Response -	<u>15 points out of 25 points</u>
Summary -	58 points out of 84 points = 69.0%

Risk Management

Philadelphia Training and Assessment Review

Ludlow Elementary School

RESULTS OF CODE RED DRILLS:

June 4, 2003

At 1:12 PM, Karen Borden, principal was advised by her secretary that *“A student had run into the office and told her that there was a girl who had been stabbed in a restroom.”* The following observations were made:

- Mrs. Borden the AIC, activated the PA system and sounded the alarm built into a mega horn. Once this had been sounded the AIC declared a Code Red – No Respond and upon prompting declared a Code Red – Respond.
- There was no school nurse so a designated first aider was summoned but was not told where the injured child was located.
- ERT members responded to the office.
- Sweep teams are assigned floors and this function was carried out without delay.
- Nurse did not have a radio and was unable to communicate with the AIC.
- The call to 911 was not made until 1:27 PM some fifteen minutes into the drill.
- No floor plan was available and the sweep was not coordinated.
- School bells were not turned off.

Score:

General Preparedness –	29 points out of 35 points
General Response -	14 points out of 24 points
Specific Response -	<u>25 points out of 25 points</u>
Summary -	68 points out of 84 points = 80.9%

Risk Management

Philadelphia Training and Assessment Review

Morton-McMichael Elementary School

RESULTS OF CODE RED DRILLS:

June 5, 2003

At 9:25 AM, Sandra Hopkins, Principal was handed a note which stated "*A student runs into the office and tells the secretary that a girl has been stabbed in a restroom.*" The following observations were made:

- AIC met with the Assistant Principal and implemented a\ Code Red – Respond.
- The ERT members responded and took their assigned posts.
- In the command center a color coded sweep team procedure had been established.
- All appropriate telephone notifications were made and recorded.
- Command center was advised to have the responding medical personnel to use stairwell "E" as that was the most direct route to the restroom.
- Sweep Team members returned to the command center and the student attendance sheets were reconciled. All students and staff were accounted for.

Score:

General Preparedness –	28 points out of 35 points
General Response -	28 points out of 28 points
Specific Response -	<u>25 points out of 25 points</u>
Summary -	81 points out of 88 points = 92.0%

Risk Management

Philadelphia Training and Assessment Review

Shaw Middle School

RESULTS OF CODE RED DRILLS:

June 5, 2003

At 10:28 AM Shair El-Mekki, principal was handed a note which stated that “*A student runs into the office and tells the secretary that there is a girl who has been stabbed in the restroom.*” The following observations were made:

- AIC dispatched the school nurse and SRO to go to the bathroom.
- Only staff personnel with radios were advised of what was happening.
- NO GENERAL ANNOUNCEMENT WAS MADE REGARDING THIS CODE RED SITUATION. Therefore teachers did not know and students were allowed to enter the hallways.
- Three secretaries began to call each classroom and determine who, if anyone was absent. This caused confusion because some teachers submitted the normal attendance report and not the prescribed form.
- There was no attempt made to reconcile these attendance reports.

Score:

General Preparedness –	25 points out of 35 points
General Response -	12 points out of 24 points
Specific Response -	<u>20 points out of 25 points</u>
Summary -	57 points out of 84 points = 67.8%