

D. Evaluation of School Safety

1. Context Evaluation

Questions	How to Answer the Questions	Resources
1. Is there a designated safety specialist in my school?	A designated safety specialist is defined as a person whose work responsibility is solely or heavily laden with the task of providing services for students and administration in the area of safety. State or district certification may be required.	Job description of administrator/safety specialist
2. Are teachers or staff members required to have knowledge/skills in a specific safety-related area?	Examine job description and any special safety laws or needs of the student population, i.e., handicapped or students with special needs	<ol style="list-style-type: none"> 1. Job description 2. Employee handbook 3. State or federal requirements
3. To what extent are the mission and goals of the provided safety-related services understood by the staff, students, teachers, and other personnel concerned?	Identify clear statements of mission and goals in the handbook. Interview personnel concerned.	Questions such as: Do you know what the mission and goals of the safety-related services are? How are you informed of these services?
4. What are the attitudes of the students and staff toward safety issues?	Interviews with students and staff	Questions such as: Are you aware of any safety programs at your school? Have you participated in any of these programs? What benefit did you get from any of these programs? Are any of the programs listed below (provide list) a waste of time? What additional safety programs should our school have in place? Are your concerns met by the current safety programs?

Questions	How to Answer the Questions	Resources
<p>5. What safety programs are available within the school?</p>	<p>While some school districts may have a checklist of mandatory safety programs, some of the more common programs include the following:</p> <ul style="list-style-type: none"> * school traffic patrols * bicycle safety * school bus safety * crossing guards * emergency evacuation * playground safety * reporting and handling of school accidents * individual health maintenance seminars * building maintenance * violence and confrontations * etc. 	<p>Poland, S., & Pitcher, G. (1990). <i>Expect the Unexpected</i>.</p>

2. Input Evaluation

Questions	How to Answer the Questions	Resources
1. Are the objectives of each safety program congruent with the goals of the school and district?	Assure congruence of stated objectives and goals of individual programs with the school or district	Listing and description of safety program content. Implementation reports from previous administrators. List of school district goals.
2. How are programs chosen for inclusion in the school's safety policy?	Interview administrators	Each school should have a mandatory listing of safety-related issues that must be addressed. In addition to this listing, each individual school may choose to add programs as deemed necessary by the administrative staff. <ol style="list-style-type: none"> 1. School mission statement 2. Brief information meetings 3. Survey questions may include: Are you aware of safety programs offered at this school? What programs do you think we should offer as well? What level of funding is available to implement new programs?
3. Is there a procedure in place to implement a new safety program?	Interview administration, staff, teachers	School or district guidelines for the implementation of a safety program. Survey questions such as: Are you aware of the procedures needed to design and implement a school safety program? Does anything hinder the process?

Questions	How to Answer the Questions	Resources
4. Are the instructional methods and method of delivery appropriate for the intended audience? Various instructional strategies may be required for different safety issues.	Determine through analysis by teachers the most appropriate method for delivery	Questions such as: Was the method of delivery appropriate for the subject matter? Was the program easy to follow?
5. What are the specific behaviors that reflect a satisfactory safety program?	Document review of accidents or incidents	Records of accidents or incidents related to each safety program

3. Process Evaluation

Questions	How to Answer the Questions	Resources
1. What are the potential sources of failure of the program?	Examine the purpose and procedures used to develop and implement the safety program. Establish levels of success and failure for each program. Secure the necessary funding and personnel to administer the program.	Procedures for implementation of a safety program. Discussions with those who have run similar programs in the past or in other schools.
2. Has attention been paid to the logistics of the program? Assure that program resources, facilities, instructors, etc. are assigned appropriately and in a timely manner.	Faculty/staff interviews about practices and procedures	Questions such as: Does the staff member have the required level of expertise? Are the facilities and resources available?
3. Is there a process in place for the continued use of the knowledge or skills learned in the safety program?	Interview program administrators	Questions such as: Will these skills be practiced outside of the program? Is there a follow-up session or activity planned?

4. Product Evaluation

Questions	How to Answer the Questions	Resources
1. How satisfied are the students and staff with the safety programs?	Interview students, teachers, school administrators	Questions such as: Are you satisfied with the programs offered? Please list the major strengths and weaknesses of the overall safety strategy at the school. List the strengths and weaknesses of existing safety programs with which you are familiar.
2. Does the program meet the needs of the students?	Interview students	Questions such as: Are you aware of the _____ safety program? Did you attend the program; if not, why not? Should attendance at this program be mandatory? Did you learn anything from this program?
3. To what extent have the safety programs offered met the standards specified by state or district regulations?	Checklist review	State or district standards
4. What effect did the safety programs have on students and staff?	Record review	<ol style="list-style-type: none"> 1. Records of accidents 2. Safety drill efficiency 3. Certification numbers 4. Proportion of incidents handled appropriately