

MANCHESTER CITY SCHOOLS
Policy Manual

Descriptor Code: 3.201 Safety
Issued Date: 11/05/07
Rescinds: 3.201 Safety
Rescind Date: 07/19/93
Review Month: November/December

Within board policy, the principal shall develop procedures for keeping school facilities safe and free from hazards

All staff members shall report current and potential hazards to their immediate supervisors.

Each principal is responsible for seeing that the practice of safety is part of the instructional program of the school and that it is appropriately geared to students at different grade levels.¹

The program shall include:

- Fire prevention
- Accident prevention
- Warning systems
- Emergency drills (Fire, severe weather, earthquake, and bomb threat)
- Emergency closings
- Traffic safety
- Traffic and parking controls
- Safety inspections
- First Aid
- A disaster preparedness plan for a nuclear or other major emergency.

Only students assigned to the school, the staff of the school, parents of students, and other persons with lawful and valid business on the school premises shall enter onto the grounds or into the building of the schools during the hours of student instruction. All staff members shall report all persons appearing to be improperly on school premises to the principal.²

The principal shall secure assistance from law enforcement officials when he deems it necessary in order to maintain order or security during the school day or during extracurricular activities at school.

The Manchester City Board of Education has implemented the Tennessee State Board of Education's Unsafe School Choice Policy³ and has insured that all staff, parents and students are aware of their rights and responsibilities under the same.

Legal References:

1. [TCA 49-6-1003\(a\)](#)
2. [TCA 49-6-2008](#)
3. [SBE 4.202 Unsafe School Choice Policy](#)

Cross References

- [1.501 Visitors To The Schools](#)
- [6.311 Care Of School Property](#)