|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Steps** | **Lead** | **Team Members** | **Steps** | **Target Date For Completion** | **Date Completed** |
| **Identify team to address positive school climate & bullying prevention** |  |  |  |  |  |
| **Conduct resource mapping to identify programs & gaps** |  |  |  |  |  |
| **Review policies and procedures to be sure they are up-to-date & consistent** |  |  |  |  |  |
| **Establish resources for responding to both targets & those displaying bullying behaviors** |  |  |  |  |  |
| **Establish a student advisory group** |  |  |  |  |  |
| **Choose a method to assess school safety by students, staff & parents** |  |  |  |  |  |
| **Review data with team and decide how best to share the information** |  |  |  |  |  |
| **Steps** | **Lead** | **Team members** | **Steps** | **Target date for completion** | **Date completed** |
| **Decide upon the method for gathering reports of incidents** |  |  |  |  |  |
| **Train all staff in awareness, prevention & intervention** |  |  |  |  |  |
| **Training for students** |  |  |  |  |  |
| **Training for community** |  |  |  |  |  |
| **Increase supervision in hot spot areas** |  |  |  |  |  |
| **Schedule periodic resource mapping** |  |  |  |  |  |
| **Schedule periodic review of policies and reporting procedures** |  |  |  |  |  |
| **Schedule periodic assessments by all of the school climate and efforts** |  |  |  |  |  |

Attached you will find a sample of a possible resource mapping model. It is based on a multi-tiered prevention and intervention framework utilizing tools from both PBIS and Working Smarter. Please feel free to adapt it in any way that might work for you. We do not assume that you will have programs in every category. We would welcome seeing any models that you use so that we can share them with other schools/districts.

**This is a two step process.**

1. Use the chart “Matrix for Resource Mapping” to list all the current programs and accompanying delivery information. You could choose as a safety team to look at:
	1. All strategies and programs that you currently have to create a positive school climate and that provide violence prevention;
	2. Each need/intervention priority separately (i.e. bullying, substance abuse, truancy, etc.) or
	3. Those issues and strategies you are targeting for the new school year.
2. Use the triangle to then graph the programs in ascending order according to those universally provided across each grade level in your building through the targeted programs continuing on to those that are the most intensive strategies utilized with only a very small population of your students.

We hope this will help you to visualize where you might have redundancies and/or gaps as you plan for the next school year. We would be happy to consult with you on evidence-based programs which include measurable outcomes as you identify your next steps.

Again, whether you use this sample or another, please share your discoveries with us so that we may share your ideas with others.

Happy Planning!

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **School Climate** | Prevention /Mitigation | Protection | Response | Recovery |  |  |  |  |  |
| **Sample Matrix for Resource Mapping** |  |  |  |  |  |  |  |
| Initiative, Project or Committee | Name of Curriculum /Strategies  | Goals (Broad) | Outcomes (Specific Behaviors) | Target Group (gender, grade level, etc.)  | Level of delivery | Staff Involved  | Evaluation Method | Outside Agencies Supporting Program | Unified Improvement Plan - Improvement Strategy | Connection to Standards, Assessments, Educator Effectiveness, or Accountability |
| Bullying/Harassment Prevention |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Character Education |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Cultural Competency/ Equity |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Health & Safety Awareness |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Mental Health, i.e. Suicide Prevention |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Mentoring/Tutoring |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Parent Engagement |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| School Engagement/ Truancy Prevention  |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Social Emotional Learning |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Student Leadership/ Student Groups |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Substance Abuse Prevention |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |
| Violence Prevention |  |  |  |  | Intensive Targeted Universal |  |  |  |  |  |

To insert a new arrow:

1. Click on the **insert tab** (on the quick access toolbar)
2. Go to **shapes**, click on block arrow –right arrow
3. Click on the area of the triangle you want it to be inserted.
4. Drag your mouse to the right until the arrow reaches the desired length. The arrow then can be moved to any other location by clicking and dragging it.

To edit an arrow:

1. Click anywhere on the arrow.
2. Click on the **Format tab** (on the quick access toolbar).
3. Use **Shape fill** to fill an arrow with color. Use **Shape outline** to change the color of the arrow outline.
4. To type text in the arrow, right click on the arrow, chose **Add text.**

Alternatively, to edit an arrow

1. Right click anywhere on the arrow.
2. Click **Format AutoShape.**

If you would like to have electronic versions of these documents, please contact me at the Colorado School Safety Resource Center. Thank you!

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