

TxSSC Evaluation Criteria for Active Shooter Appendix

for

Independent School Districts and Open-Enrollment Charter School Districts

The Texas School Safety Center uses the evaluation criteria within this checklist to review Independent School District and Open-Enrollment Charter School District emergency operations plans against state mandates and best practices.

Districts may use this checklist to self-assess their emergency plans prior to the Fall 2022 review cycle, which includes the Basic Plan, Active Threat Annex and Active Shooter Appendix.



Active Shooter Appendix Evaluation Criteria

The Active Shooter Appendix shall include the following:

Purpose and Scope			
Review Item #	Check	Review Standard	Source
AS1	<input type="checkbox"/>	Purpose and Scope: Provide purpose and scope of the appendix.	CPG101v3

Actions and Responsibilities			
BEFORE an Incident			
Review Item #	Check	Review Standard	Source
AS2	<input type="checkbox"/>	Bleeding Control Kits: District addresses tasks supporting the acquisition and placement of bleeding control kits throughout campuses.	TEC 38.030
AS3	<input type="checkbox"/>	Train staff to respond to active shooter: District addresses tasks to train school staff (including substitute teachers) to respond to an active shooter incident, such as a minimum of completing required school drills, training in a response protocol, an active shooter protocol, and bleeding control training.	TEC 37.108(a)(1) , TEC 37.114 , TEC 38.030
AS4	<input type="checkbox"/>	Emergency Mass Notification: District addresses tasks supporting regular tests of emergency mass notification systems, persons responsible for triggering these systems and emergency script preparation.	TEC 37.108(a)(3) , TEC 37.108(f)(5) , TEC 37.113
AS5	<input type="checkbox"/>	Drills and Exercises: District addresses tasks that ensure completion of required school drills and consideration of active shooter exercises.	TEC 37.114 , TEC 37.1141 , HSEEP (FEMA)
AS6	<input type="checkbox"/>	Physical Security: District addresses tasks to regularly assess and improve upon campus physical security, including staff behavior and the inspection and replacement of physical security devices and hardware.	TEA Weekly Door Sweeps TAA , CISA K-12 School Security Guide 3e , 19 TAC 61.1040(k) , Governor's Letter to TxSSC

DURING an Incident			
Review Item #	Check	Review Standard	Source
AS7	<input type="checkbox"/>	Notify armed defenders: District addresses tasks to call for law enforcement and other approved armed defenders, including multiple methods for communication.	TEC 37.108(a)(2)
AS8	<input type="checkbox"/>	Activate emergency mass communication: District addresses tasks to activate emergency mass communication using prepared scripts, including the persons responsible for triggering these systems.	TEC 37.108(a)(3) , TEC 37.108(f)(5) , TEC 37.113
AS9	<input type="checkbox"/>	Activate a response protocol: District addresses tasks to activate a response protocol, including an evacuation action when appropriate. Consider the Standard Response Protocol.	TEC 37.108(a) , SRP (I Love U Guys Foundation)
AS10	<input type="checkbox"/>	Activate an active shooter protocol: District addresses tasks to activate chosen active shooter response procedures. Consider Civilian Response to Active Shooter Events (CRASE).	TEC 37.108(a) , ALERRT
AS11	<input type="checkbox"/>	Account for all persons: District addresses tasks that account for entire community of affected campuses, including persons with access and functional needs and persons in portable buildings.	TEC 37.108(f)(3) , TEC 37.108(f)(4)
AS12	<input type="checkbox"/>	Activate Standard Reunification Method: District addresses tasks to activate SRM.	SRM (I Love U Guys Foundation)
AFTER an Incident			
Review Item #	Check	Review Standard	Source
AS13	<input type="checkbox"/>	After Action Review (AAR) and Improvement Plans (IP): District addresses tasks supporting AAR and IP after an active shooter incident.	HSEEP (FEMA)
AS14	<input type="checkbox"/>	Damage Assessment: District addresses tasks supporting damage assessment and post incident facility use of affected campus.	TEC 48.261 , TGC 418.073

AS15	<input type="checkbox"/>	Psychological Resilience: District addresses tasks supporting the trauma-informed care and grief-informed care needs of the district community.	TEC 37.108(f)(6)(d) , TEC 37.108(f)(6)(e)
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