

West Branch Local School District

AED (Automated External Defibrillator) Locations:

WBMS: Main Hall by Nurse's Office & Large Gym

WBHS: Nurse's Office (High School Office), Main lobby of field house on the west wall near the Athletic Office & west wall of the Athletic (Meiter) Building near the men's/women's restroom. Additionally, an AED will be with the Certified Athletic Trainer at all home events.

Damascus: Located in the Nurse's Office

Knox Elementary: Across from cafeteria - next to music room

PROFESSIONAL STAFF DEVELOPMENT: Each year staff are involved in safe school procedures. The faculty and staff are instructed in ALICE protocols. Faculty and Staff are walked through activation and implementation of the Emergency Operations Plan(EOP).

STUDENT PROGRAMS: Our district has programming for K-12 students on drug and alcohol prevention, violence prevention and bullying prevention. In addition to classroom instruction programs, speakers and special programs are held for students. Finally, our students are introduced to ALICE protocols in all grades through age appropriate training by our staff members who are certified instructors.

OFFICE PHONE NUMBERS

Maintenance Supervisor	330 - 938 - 4480
Bus Garage	330 - 938 - 6246
Damascus Elementary Office	330 - 938 - 4500
Knox Elementary	330 - 938 - 1122
West Branch Middle School Office	330 - 938 - 4300
West Branch High School Office	330 - 938 - 2183
WBHS Guidance & Counseling Office	330 - 938 - 4405 (Mr. Harris) 330 - 938 - 4407 (Mrs. Stitle)
Athletic Director's Office	330 - 938 - 4408
Superintendent's Office	330 - 938 - 9324
Treasurer's Office	330 - 938 - 3533
Food Services Department	330 - 938 - 4410
BOE Office Fax	330 - 938 - 6815
West Branch District Web Page Address: http://www.westbranch.k12.oh.us/	
Facebook Page: https://www.facebook.com/WBLS/D/	

BOARD OF EDUCATION MEMBERS

Lori McLaughlin	Board Member	lori.mclaughlin@wbwarriors.org
Mikki Kanagy	Board Member	mikki.kanagy@wbwarriors.org
Karen Rice	Board Member	karen.rice@wbwarriors.org
Courtney Stryffeler	Board Member	courtney.stryffeler@wbwarriors.org
John Wallace	Board Member	john.wallace@wbwarriors.org



Parent Information

West Branch Local School District's SAFE SCHOOLS PLAN

OHIO SAFE SCHOOLS TIP LINE

Call or Text

24 Hours a Day - 7 Days a Week!

844-SAFEROH (844-723-3764)

YOU can anonymously report anything that is suspicious or are endangering you,
your friends or your school.

WEST BRANCH LOCAL SCHOOL DISTRICT SAFE SCHOOL PLAN

West Branch Local Schools developed a Safe School Plan in 1995. The district wide plan is reviewed each year. Key committee members for the district's Emergency Operations Plan (EOP) include the Superintendent, building principals, supervisors, nurses, teachers, classified personnel, parents and representatives from the local Police and Fire Departments. A copy of the district's Emergency Operations Plan is made available to all staff members. All Staff are in-serviced on procedures at the beginning of each school year, and throughout the school year as necessary. At the conclusion of each school year, the district surveys personnel for recommendations to improve safety measures. The Emergency Operations Plan is then updated for the following year. The Emergency Operations Plan addresses the following emergencies/situations: Life/safety emergencies, severe weather alert, school bus accident involving students, utility emergency, chemical/toxic fume or spill, building evacuation, fire procedures, bomb threat, procedures for lockdown, intruder, hostage, child abduction, suicide threats, death of a student or staff member, student assembly disruption.

SAFETY INSPECTIONS: Inspections are completed yearly by professional agencies for playgrounds, bus, etc. Building inspections including: fire marshal, health board, Bureau of Workers Compensation/safety division, HVAC (air quality) & food preparation.

TORNADO AND FIRE DRILLS: Drills are conducted according to State mandates.

BUS ACCIDENT INVOLVING STUDENTS: In case of a bus accident, the bus driver calls 911. The Transportation Supervisor and mechanic report to the accident scene. The school building secretary will contact parents/guardians of students that may be injured or need medical attention.

TRANSPORTATION DEPARTMENT PERSONNEL are randomly drug tested throughout the school year. Drug testing is also required of a bus driver involved in a bus accident.

BUILDING EVACUATION: In the event of fire (conducted according to state mandates for fire), bomb threat, power outage, detection of unidentified odor—students are evacuated from their building and are not permitted to re-enter the building until safety officials have approved re-admittance in conjunction with administration.

RESOURCE POLICE OFFICER: West Branch has a Resource Police Officer Program utilizing an officer from the Goshen Police District and the Columbiana County Sheriff's Department. Officers provide security personnel for the District. Additionally, the officers can provide programs on anti-drug, vandalism, harassment, K-8th Stranger/Danger, animal safety, bullying including cyber-bullying, pedestrian safety, and seatbelt use to name a few.

NURSING STAFF: The district has school nurse services for all school buildings.

EVACUATION SITES

There are designated sites used for prolonged power outages, detection of unidentified odor or any other type of building evacuation as deemed necessary by the Superintendent or his/her designee.

A Parent Command Center will be established where parents/guardians will be kept informed of district developments in case of a building or district evacuation. Students could be reunited with their parents at that site if necessary.

BUILDING "LOCKDOWN" PROCEDURES: Each year every building conducts two practice safety drills. This type of drill provides training for staff and students in case of an intruder or other similar threat. The district has two types of lockdown procedures. An "external" lockdown means that all entry doors to the building are locked. Entry into the building is under the authority of the building principal. An "internal" lockdown means entry doors to the building and classrooms doors are locked. Staff and students remain in a "lockdown mode in their classrooms, blinds are drawn, staff and students move to an area in the classroom away from the door and windows. Entry into the building is under the authority of the building principal. Safety forces are routinely involved in the lockdown drills. West Branch Local Schools practice and train administration, faculty/staff and students using ALICE protocols.

Parents & Guardians are reminded that if a building or district is in lockdown - access cannot be granted and students are not able to come and go in a customary fashion. We would ask that parents & guardians do not come to a building if it is in lockdown mode.

SECURITY ENTRANCES: All main entrances have a security camera in operation. These are the only accessible entrances for visitors during the school day. Access to other doors is strictly prohibited. Students are reminded that opening doors for visitors is a safety risk and should not be done for any reason.

VISITOR PROCEDURES: All visitors are required to sign in at the school office and wear a badge identifying them as a visitor before proceeding to any location in the building. *As of May 1, 2018, visitors will be required to provide a driver's license or similar I.D. for scanning.*

Staff are instructed to report to the office any non school personnel in the building without proper school identification. ALL BUILDING ENTRY DOORS HAVE PROCEDURES POSTED FOR VISITORS ENTERING THE BUILDING.

CLASSROOM TO OFFICE EMERGENCY CALL SYSTEM: The systems at all buildings provide immediate contact with the office for any classroom emergency.