

# New Dawn Charter Schools District Emergency Response Plan 2026–2027 School Year

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# 1. Introduction and Purpose

New Dawn Charter Schools maintains a comprehensive school safety program pursuant to Commissioner's Regulation §155.17 and applicable Project SAVE requirements. The school's safety framework is designed to prevent unsafe conditions, prepare the school community for emergencies, support coordinated response, and promote effective recovery after an incident.

New Dawn has maintained school safety and emergency response procedures since opening in September 2012. The 2026-27 plan has been comprehensively updated to incorporate current New York State Education Department Emergency Response Plan (ERP) requirements and standardized emergency response terminology.

The primary purpose of this public plan is to describe New Dawn's prevention, preparedness, communication, training, response, and recovery framework without publishing building-specific tactical information that is maintained in the confidential Building-Level Emergency Response Plan.

## Confidential Building-Level Emergency Response Plan

New Dawn maintains a separate confidential Building-Level Emergency Response Plan containing building-specific emergency procedures, operational assignments, tactical information, maps, floor plans, access information, emergency-equipment locations, evacuation and reunification locations, and other security-sensitive material. Those details are not reproduced in this public document.

## Public Safety Goals

- Maintain a school climate and set of practices that prevent violence and unsafe conditions.
- Minimize the effects of serious incidents and emergencies through planning, training, communication, and coordinated response.
- Routinely evaluate foreseeable hazards, emergency procedures, and lessons learned from drills or actual events.
- Provide students, staff, families, and community partners with clear information about school safety expectations and public-facing emergency procedures.
- Support continuity of learning, student services, and school operations after a disruption.

# 2. Plan Development, Review, and Public Comment

At the direction of the New Dawn Charter Schools Board of Trustees, a Building-Level Emergency Response Team is responsible for the development, implementation, annual review, and maintenance of the confidential Building-Level Emergency Response Plan. The public school safety plan is reviewed and updated annually in parallel with that process.

The school's safety planning process includes input and review, as appropriate, from school leadership, teachers and other staff, students and families, school safety personnel, community representatives, and emergency-response partners. The school also considers NYSED guidance, lessons learned from drills and actual incidents, changes in school operations and facilities, and recognized school-safety practices when revising procedures.

For the 2026-27 school year, the updated plan was made available for public comment through Board review in July and August 2026 and was formally adopted by the Board in August 2026. The plan remains subject to revision when changes in law, regulation, state policy, school operations, or identified safety needs require updates.

## Planning Principles

- Life safety takes priority over property protection or routine operations.
- Emergency actions are selected based on the actual threat, hazard, and conditions at the time.
- Standardized statewide emergency terminology is used in training and response.
- Access and functional needs are incorporated into planning and response.
- Family communication is coordinated, verified, and timed so that it does not interfere with immediate life-safety operations.
- Post-incident review is used to improve future procedures, training, and resources.

## 3. Prevention and Intervention Strategies

New Dawn Charter Schools views prevention and early intervention as core school-safety functions. Safety is supported through school climate, instructional programming, trusted-adult relationships, behavior supports, counseling, conflict intervention, reporting mechanisms, and trained staff response.

### School Climate and Prevention Programs

- Advisory programming that builds communication between students and staff and provides structured opportunities to discuss bullying, conflict, safety, and other concerns.
- Positive Behavioral Interventions and Supports (PBIS) and other schoolwide behavior supports that reinforce clear expectations and positive school culture.
- Counseling and social-work supports, including conflict resolution, peer mediation, crisis intervention, and referral to additional services when needed.
- Mentoring and relationship-building structures that provide students with trusted adults and ongoing support.
- Scheduling and supervision practices designed to reduce opportunities for conflict and support safe transitions and common-area use.
- Behavioral intervention and administrative response when student conduct or reported concerns indicate a need for additional supervision or support.

### Reporting and Early Identification

Students and staff are encouraged to report threats, weapons, bullying, harassment, planned fights, concerning social-media content, self-harm or suicide concerns, threatening statements, suspicious behavior, and other safety concerns to a trusted adult, counselor, administrator, mentor, security staff member, or Main Office personnel.

Reports are evaluated by appropriate personnel. Depending on the circumstances, the school may use family contact, counseling, conflict mediation, increased supervision, schedule changes, behavioral supports, mental-health evaluation, law-enforcement consultation, or other interventions appropriate to the identified concern.

### Staff Training as Prevention

- Annual review of school safety procedures and staff responsibilities.
- De-escalation and violence-prevention training for staff with relevant responsibilities.
- Training on standardized emergency-response terminology and procedures.
- CPR/AED preparedness and medical-response training among designated staff.
- Ongoing review of NYSED and school-safety guidance and lessons learned through drills, exercises, and actual incidents.

## 4. School Safety Framework

New Dawn uses an Incident Command System (ICS) and designated emergency-response teams to organize decision-making, communication, safety, liaison, operational support, accountability, medical response, family communication, and recovery functions. Specific names, contact information, alternate assignments, and tactical responsibilities are maintained in the confidential Building-Level ERP.

### Coordination With Emergency Agencies

The school coordinates with NYPD, FDNY, EMS, NYC emergency-management and public-health agencies, and other appropriate responders. Coordination may include plan review, contact verification, drills and tabletop exercises, responder access planning, and post-incident evaluation.

### Access and Functional Needs

Emergency planning and response address the needs of students, staff, and visitors who may require mobility assistance, medications, durable medical equipment, communication supports, language access, sensory or behavioral supports, personal assistance, service animals, or other individualized supports. The school seeks to maintain necessary assistance without unnecessarily separating individuals from required supports.

## 5. Standardized Emergency Response Terminology

New Dawn uses the standardized emergency-response terms required by New York State. The action selected depends on the nature and location of the hazard and may change as conditions develop.

| Term                       | Public Description                                                                                                                                                                 |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Shelter / Shelter-in-Place | Remain inside when conditions outside make staying indoors safer than leaving the building. Protective actions may vary according to the hazard.                                   |
| Hold / Hold-in-Place       | Temporarily restrict movement inside the school while a short-term internal situation is addressed. Instruction or normal activity may continue when conditions permit.            |
| Evacuate / Evacuation      | Move away from an unsafe area or building to a designated safe location. Building-specific routes and sites are confidential.                                                      |
| Secure Lockout             | Secure the school against a threat or unsafe condition outside the building while maintaining controlled operations inside when appropriate.                                       |
| Lockdown                   | Immediately secure occupants in response to an immediate threat of violence in or around the school. Building-specific tactical procedures are maintained in the confidential ERP. |

#### Important

The public descriptions above are intended to help families understand school terminology. Staff and students receive more detailed training appropriate to their roles. Tactical procedures, exact locations, and responder-access information are not published.

# 6. Communication and Family Notification

New Dawn maintains layered communication procedures for emergencies. No single communication method is relied upon when multiple options are available. Communication priorities are to protect life, contact emergency responders when needed, provide clear protective-action instructions, maintain accountability, notify families when appropriate, and provide verified updates as the situation develops.

## Family Communication

Primary family communication may use established school communication systems such as Jupiter, School Messenger, telephone, email, and other available school channels. The method and timing depend on the emergency and whether communication can occur safely without interfering with law-enforcement or emergency-response operations.

| Situation                   | Public Communication Approach                                                                                                                                                        |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Shelter-in-Place            | Families are notified when the condition is significant, prolonged, affects arrival/dismissal, or requires family action.                                                            |
| Hold                        | A brief routine Hold may not require immediate schoolwide notice. Families are notified when the event is significant, prolonged, affects operations, or is likely to cause concern. |
| Evacuation                  | Families receive verified information and relocation or reunification instructions when needed.                                                                                      |
| Secure Lockout              | Families are informed as soon as operationally safe, particularly when arrival or dismissal is affected.                                                                             |
| Lockdown                    | Family communication occurs when it can be done without compromising immediate safety or law-enforcement operations. Families may be directed not to approach the school.            |
| Weather / Transit Emergency | Families are notified when closure, arrival, dismissal, relocation, or transportation is affected.                                                                                   |
| Post-Incident               | Families receive verified information regarding recovery, reopening, schedule changes, counseling supports, transportation, or other next steps.                                     |

## Media and Social Media

Official public information is coordinated through authorized school leadership. Staff are expected not to speculate publicly, identify involved students or staff, disclose confidential information, or share tactical information. When an emergency involves law enforcement or another responding agency, public messaging is coordinated with that agency as appropriate.

The school may issue corrective information when significant misinformation circulates. Families are encouraged to rely on official school communication rather than social-media rumors during an emergency.

## 7. Health, Cardiac, Public Health, and Mental Health

New Dawn maintains coordinated procedures for general medical emergencies, sudden cardiac arrest and other cardiac emergencies, communicable-disease or public-health concerns, and mental-health, crisis, trauma, and bereavement needs.

### General Medical and Cardiac Response

- Staff are expected to obtain emergency medical assistance promptly when a serious condition is identified.
- CPR and AED response is supported by trained staff and available emergency equipment.
- Parent/guardian or emergency-contact notification occurs as soon as practicable for student medical emergencies.
- Emergency treatment is not delayed while attempting to reach a family member.
- Student privacy is protected to the extent possible during medical response.

The school maintains AEDs, first-aid supplies, emergency medications, and other medical-response resources. Exact equipment locations and responder assignments are maintained in the confidential Building-Level ERP.

### Public Health and Communicable Disease

The school monitors significant clusters of illness and unusual health concerns and consults appropriate medical and public-health authorities when reportable disease, unusual patterns of illness, or additional guidance is required. New Dawn partners with CityMD for health-services consultation and uses appropriate public-health authorities for reporting and direction.

Depending on the circumstances, the school may use isolation, family notification, cleaning or environmental response, modified operations, Shelter-in-Place, Hold, altered dismissal, closure, or continuity-of-operations procedures. Individual medical information remains confidential.

### Mental Health, Crisis, Trauma, and Bereavement

Mental-health support may be activated following a death, serious injury, suicide-related crisis, violent incident, significant security event, community violence, traumatic medical emergency, disaster, mass-casualty event, or other event likely to have a significant emotional impact.

- Immediate support for students or staff showing acute distress.
- Private counseling and psychological first aid when appropriate.
- Family contact when individual student needs warrant.
- External crisis or emergency mental-health referral when needed.
- Schoolwide, small-group, or individual supports as appropriate.
- Grief and bereavement supports that avoid sensationalizing traumatic events.
- Ongoing monitoring and follow-up for individuals who may remain significantly affected.

## 8. Accountability and Family Reunification

New Dawn maintains procedures to account for students, staff, visitors, and other persons during emergencies. Accountability occurs whenever movement, evacuation, relocation, or another protective action changes where people are expected to be.

The confidential ERP contains detailed schoolwide reconciliation procedures and specific staff assignments. Publicly, families should understand that the school will verify student location and status, document students receiving medical care or otherwise separated from their usual group, and continue accountability until the incident is resolved.

## Family Reunification

If students cannot return to normal school operations or normal dismissal cannot occur safely, New Dawn may activate a controlled family-reunification process. The specific reunification location is not published in advance because it may depend on the incident and is maintained as confidential emergency-planning information.

- Families will receive the approved reunification location and instructions through official school communication when the site is ready and safe to use.
- Families may be asked to bring photo identification and follow check-in and release procedures.
- Students will be released only through the school's authorized process.
- Students receiving medical care may be directed through a different process so families can reach the appropriate treatment location.
- Language, mobility, medical, sensory, communication, and other access needs will be supported to the extent practicable.
- Media access and student/family privacy will be controlled during reunification.

### Family Guidance

During an emergency, do not travel to the school or to a presumed reunification site unless New Dawn has specifically instructed families to do so. An unplanned influx of vehicles or pedestrians can interfere with emergency response and may place families at risk.

## 9. Continuity of Operations

New Dawn maintains continuity procedures to preserve essential educational, student-support, operational, and administrative functions when normal school operations are disrupted. The goal is to restore meaningful instruction and essential services as quickly as circumstances reasonably permit without compromising safety.

### Instructional Continuity

- Temporary schedule adjustments or relocation of instruction when appropriate.
- Digital or remote instructional materials and communication through established platforms when needed.
- Modification of project, assessment, laboratory, Regents-preparation, or other timelines when disruption makes the normal schedule impracticable.
- Alternative access to curriculum materials for students whose circumstances limit participation in the standard continuity model.
- Consideration of device/internet access, language needs, disability-related accommodations, assistive technology, medical needs, attendance barriers, and other access factors.

### Student Services and Supports

During an extended disruption, New Dawn will continue special education, related services, 504 supports, multilingual learner/ELL services, counseling, behavioral supports, and other individualized student services to the greatest extent practicable. The school will also maintain mental-health and family outreach as needed during recovery.

## Family Updates During Disruption

Families may receive updates regarding closure or relocation, anticipated duration, instructional expectations, schedule changes, student services, internship expectations, transportation, access to staff, counseling resources, reopening, and subsequent changes. For prolonged disruptions, New Dawn will provide periodic updates even when there is no major change.

## 10. Transportation and Off-Site Programming

New Dawn Charter Schools does not operate a school-owned bus fleet. Students primarily travel by walking, public transportation, or other approved arrangements. Transportation planning therefore focuses on safe arrival and dismissal, public-transit disruptions, emergency relocation, school-sponsored travel, internships, and chartered or contracted transportation when used.

### Transportation Emergencies

- Arrival or dismissal may be delayed, modified, or suspended when travel conditions are unsafe.
- Families will receive instructions when a transportation disruption materially affects students.
- Alternative routes or arrangements may be used when normal pedestrian, transit, or vehicle routes are unsafe.
- Emergency-responder direction takes precedence when travel conditions are affected by an active emergency.
- Students remain under appropriate supervision while transportation or release decisions are being made.

### Internships and Work-Based Learning

Because internship and work-based learning are significant components of New Dawn's educational program, emergency planning includes students traveling to and from placements and students who may already be at off-site locations when an emergency occurs. The school coordinates with internship partners and families regarding attendance, supervision, safe release, and alternate educational activities when transportation or site conditions are disrupted.

## 11. Cybersecurity and Technology Continuity

New Dawn maintains cybersecurity procedures to protect students, staff, school operations, and information systems. The public plan describes the organizational framework without publishing technical, vendor, insurance, account, network, or system-restoration details that could increase security risk.

- Staff are expected to promptly report suspected cybersecurity incidents, suspicious messages, credential compromise, lost or stolen devices, unauthorized access, or unusual system behavior.
- Cyber incidents are assessed and contained in coordination with qualified technology/cybersecurity providers.
- The school may restrict or suspend affected systems while protecting evidence and determining safe restoration procedures.
- Alternate communication, attendance, instructional, and administrative procedures may be used when normal systems are unavailable.
- Families and affected stakeholders are notified when a cybersecurity incident materially disrupts operations or when notification is otherwise appropriate or required.
- Post-incident review addresses system security, continuity, training, communication, and corrective actions.

## 12. Security, Training, and Drills

New Dawn combines physical security, prevention, training, student instruction, emergency drills, and coordination with responders to support a safe school environment. Building-specific access information, security-equipment locations, keys, camera details, responder-access points, and tactical procedures remain confidential.

# School Security Practices

- Controlled building entry and visitor-management procedures.
- Designated security and administrative supervision during school operations.
- Security-camera coverage and other appropriate security technology.
- Hallway and common-area supervision during high-traffic times.
- Controlled access to restricted areas and regular review of environmental safety conditions.
- Procedures for reporting unauthorized persons, threats, weapons, contraband, or other safety concerns.
- Coordination with law enforcement and emergency responders when circumstances require it.

# Annual Staff and Student Training

Staff receive annual training on emergency terminology, roles, communication, protective actions, accountability, medical/cardiac response, reunification, access and functional needs, trauma-informed practice, and violence prevention. New employees receive required safety training through the school's onboarding process and within applicable regulatory timeframes.

Students receive age- and developmentally appropriate instruction each year on the meaning of Shelter-in-Place, Hold, Evacuation, Secure Lockout, and Lockdown; responding to staff instructions; reporting threats and emergencies; and understanding that drills are practice activities.

# Trauma-Informed Drills

Emergency drills involving students are conducted in a trauma-informed and developmentally appropriate manner. Drills are not intended to simulate violence or create fear. The school does not use actors, simulated weapons, fake injuries, or other tactics intended to make a drill appear to be an actual violent incident.

Families receive advance notification of student drills in accordance with NYSED requirements. Specific future drill dates are maintained internally rather than published as an annual calendar.

# Annual Drill Framework

| Period                       | Planned Compliance                                                        |
|------------------------------|---------------------------------------------------------------------------|
| September-December           | At least 6 Evacuation drills and at least 2 Lockdown drills.              |
| January-June                 | At least 2 additional Evacuation drills and 2 additional Lockdown drills. |
| Annually                     | 1 Emergency Dismissal drill.                                              |
| Summer School, if applicable | 2 Evacuation drills, including 1 during the first week.                   |
| Throughout the Year          | Tabletop exercises and additional procedure practice as appropriate.      |

# Tabletop and Full-Scale Exercises

The School Safety Team may use tabletop exercises to test decision-making, communication, resources, coordination, and transitions between emergency procedures. New Dawn may also participate in appropriate full-scale exercises with emergency responders. Such exercises do not replace required drills.

## 13. Threat and Hazard Preparedness

New Dawn plans for a range of natural, technological, medical, environmental, and human-caused hazards. The public plan identifies the categories addressed while the confidential Building-Level ERP contains the detailed operational procedures.

| Hazard Category                                    | Public Safety Framework                                                                                                                                                                 |
|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fire / Smoke                                       | Evacuation and fire-response procedures; responder coordination; accountability; reentry only when authorized.                                                                          |
| Gas Leak / Hazardous Material / Chemical Release   | Evacuation, isolation, or Shelter-in-Place depending on whether the hazard is internal or external; specialized responder guidance.                                                     |
| Building Collapse / Structural Failure / Explosion | Immediate life safety, evacuation or protected relocation, responder coordination, accountability, and building assessment.                                                             |
| Power / Water / Heat-HVAC / Utility Failure        | Operational assessment, modified operations, relocation, early dismissal, closure, or continuity procedures as conditions require.                                                      |
| Severe Weather / Extreme Temperatures              | Monitoring, sheltering, restriction of outdoor activity, modified arrival/dismissal, transportation adjustments, or closure when warranted.                                             |
| Bomb Threat / Suspicious Package                   | Law-enforcement notification, preservation of communications or suspicious items, area restriction, protective action based on responder guidance, and controlled public communication. |
| Active Threat / Weapon / Community Violence        | Secure Lockout or Lockdown as appropriate, law-enforcement coordination, family communication when safe, accountability, reunification, and recovery supports.                          |
| Missing Student / Suspected Abduction / Hostage    | Immediate verification and reporting, family and law-enforcement coordination, appropriate protective actions, and post-incident supports.                                              |
| Civil Disturbance / External Disorder              | Coordination with law enforcement, restriction of access or movement when necessary, and modified arrival/dismissal or transportation.                                                  |
| Communicable Disease / Biological Public Health    | Public-health consultation, medical response, family communication, modified operations, and continuity procedures.                                                                     |
| Cyberattack                                        | Cybersecurity incident response and continuity-of-operations procedures.                                                                                                                |

## General Emergency Principles

- Call 911 for an immediate life-threatening emergency when it is safe to do so.
- Do not investigate or enter a hazardous area when doing so could place students or staff at additional risk.
- Follow the standardized emergency action announced by school leadership or responding agencies.
- Do not reenter a restricted or evacuated area until authorized.
- Follow verified school communication rather than rumors or unofficial social-media reports.
- Expect procedures to change if the threat or hazard changes.

## 14. Recovery and Post-Incident Support

Recovery begins as soon as immediate life-safety needs are stabilized. The scope of recovery depends on the incident and may include medical care, counseling, family communication, facility restoration, continuation or relocation of instruction, transportation changes, regulatory reporting, and review of school procedures.

- Mental-health and crisis support for students and staff.
- Family communication and reunification when needed.
- Facility safety assessment, cleanup, restoration, and controlled reentry.
- Preservation of records and cooperation with law enforcement or other investigating agencies when applicable.
- Instructional and operational continuity until normal operations can safely resume.
- After-action review to identify strengths, gaps, training needs, equipment needs, and procedural improvements.
- Updates to school safety procedures when lessons learned or changing conditions warrant revisions.

## 15. Family and Community Responsibilities

Families and community partners play an important role in supporting safe and orderly emergency response. The school encourages families to keep contact information current, review school communications promptly, and follow official instructions during an emergency.

1. Keep current telephone, email, and emergency-contact information on file with the school.
2. During an emergency, monitor official New Dawn communication channels for verified instructions.
3. Do not travel to the school, an evacuation area, or a presumed reunification site unless the school directs families to do so.
4. Bring identification when instructed to report for controlled student reunification.
5. Notify the school of significant student medical, accessibility, communication, or support needs that may affect emergency planning.
6. Encourage students to report safety concerns to a trusted adult and to follow staff instructions during drills and actual emergencies.
7. Avoid sharing unverified emergency information, tactical details, student locations, photographs, or rumors on social media.

## 16. Annual Review and Plan Maintenance

New Dawn reviews school safety procedures periodically during the year and conducts a formal annual review. The Board of Trustees reviews and adopts the public school safety plan and the school maintains the confidential Building-Level Emergency Response Plan in accordance with applicable law, regulation, and NYSED requirements.

The school may revise procedures at any time when changes in law or regulation, staffing, facilities, school operations, identified hazards, actual incidents, drills, after-action reviews, technology, public-health guidance, or emergency-response practices indicate that an update is warranted.

### Public / Confidential Plan Distinction

This document is the public-facing school safety plan. It intentionally omits maps, floor plans, exact evacuation and reunification sites, responder-access points, staff tactical assignments, private telephone numbers, utility and emergency-equipment locations, security-system details, cybersecurity technical information, and other building-specific information maintained in the confidential Building-Level Emergency Response Plan.

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