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LOS ANGELES UNIFIED SCHOOL DISTRICT
Deputy Superintendent, Instruction and Curriculum

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SUBJECT: BULLETIN NO. N-24
COMMUNICATION WITH OTHER SCHOOLS,
OFFICES, DISTRICTS REGARDING INCIDENTS
OF VIOLENCE, EMERGENCIES, ETC.

DATE: June 29, 1998

OFFICE: School Operations

APPROVED: DAN ISAACS, Assistant Superintendent



For further information, please call the Office of the Chief Operating Officer at (213) 241-4133.

This revision replaces Office of the Deputy Superintendent, Bulletin No. 59 (Rev.), of the same subject, dated June 16, 1995. The content has been revised to reflect changes in the issuing office.

I. BACKGROUND

The general increase in incidents of violence on or near school campuses makes it more important than ever for schools to share information with each other and with appropriate offices. This will add to the District's ability to have schools serve as a "rumor control" network for students, parents and employees when certain types of incidents may have implications for more than one school.

For example, incidents such as drive-by shootings or gang-related fights occurring at or in the immediate vicinity of a school community may involve school-age victims and/or suspects from more than one school campus. Similarly, disasters involving hazardous materials (toxic fumes, chemical leaks, gas/oil pipeline ruptures) may spread into nearby school communities.

II. COMMUNICATION RESPONSIBILITIES

No District bulletin can anticipate every possible incident, so appropriate judgments by school administrators/designees will dictate the needed course of action. In addition to the already required responses to emergencies, the following should occur:

Schools (especially at the secondary level) will alert surrounding school campuses about incidents/events which may have repercussions at specific locations other than where the incident occurred. This may include, at times, notifying the school(s) in the residence areas of traveling students. If incidents may have wider repercussions, schools should inform their cluster office.

Cluster/Administrators Offices will notify other appropriate offices/units/divisions if information needs to be passed to a larger number of schools regarding potential problems. Cluster/ unit/ division offices will also notify appropriate offices in other school districts if they feel that a serious problem occurring in LAUSD might affect schools in an immediate adjacent district.

School Police Department will, as necessary, continue to notify other appropriate law enforcement jurisdictions about serious or criminal incidents. This may include notifying agencies in the residence areas of traveling students.

Office of Communications will inform appropriate employee bargaining units about specific serious incidents which may involve or affect members of the bargaining unit. Office of Communications will also contact the County Office of Education for additional dissemination of information.

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