



State of New Jersey
DEPARTMENT OF EDUCATION
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September 19, 2011

TO: Chief School Administrators/Charter School Lead Persons

FROM: Anthony Bland, Coordinator *AB*
Office of School Preparedness & Emergency Planning

SUBJECT: School Security Drill Law (18A:41-1) – NOTIFICATION and REMINDER

As the school year begins and we as a State continue our recovery from Hurricane, Irene it is important that we continue to work together as communities to create safe and secure school environments. On July 14, 2010 the department sent out a memo regarding the new School Security Drill Law that went into effect on November 1, 2010. Included with this memo was School Security Drill Guidance from the department and the Office of Homeland Security & Preparedness that specifically outlined requirements specific to this new law.

This memo is a reminder that schools are now required to hold one school security drill and one fire emergency evacuation drill per month. Please note that the first school security drill must be held within the first 15 days and the first emergency evacuation drill shall be conducted within the first 10 days of the beginning of the school year. Schools are required to hold a minimum of two of each of the following security drills annually: active shooter, evacuation (non- fire), bomb threat, and lockdown. For the remaining months schools may choose what type of school security drill would be most beneficial for them to hold. Schools are required to include all building occupants (students, staff and faculty) in eight of the annual drills. However, two of the drills may just include staff and/or crisis team members.

The School Security Task Force will be assessing the school security drills law over the next two years. Staff from the department, the Office of Homeland Security & Preparedness, and law enforcement agencies will be visiting, at a minimum, 20 percent of the districts per county to observe a school security drill. The observation's focus will be to gather information to provide to the School Security Task Force. **To assist with this initiative, we are requesting that all districts provide monthly information to their County Office of Education on when they will be conducting a school security drill.** Additionally, please note it is mandatory to provide emergency responders with a friendly notification at least 48 hours prior to holding all school security drills and invite emergency responders to attend and observe at least four different security drills annually.

Thank you for your continued vigilance to ensure safe and secure schools. If you have any questions, please call the Office of School Preparedness and Emergency Planning at 609-633-6681 or email schoolsecurity@doe.state.nj.us.

c: Christopher Cerf
Executive County Superintendents
David Hespe
State Board Office

NJLEE Group
Garden State Coalition
School Security Task Force