

# **Attachment 1 – Survey Instrument**

Fast Response Survey System (FRSS) 106:  
School Safety and Discipline: 2013–14

OMB# 1850-0733 v. 29

November 27, 2013  
National Center for Education Statistics  
U.S. Department of Education

U.S. DEPARTMENT OF EDUCATION  
NATIONAL CENTER FOR EDUCATION STATISTICS  
WASHINGTON, D.C. 20006-5651

**SCHOOL SAFETY AND DISCIPLINE: 2013-14**  
FAST RESPONSE SURVEY SYSTEM

FORM APPROVED  
O.M.B. No.: 1850-0733  
EXPIRATION DATE: 05/2015

**Draft 11-25-13**

This survey is authorized by law (Education Sciences Reform Act of 2002, 20 U.S.C. § 9543). While participation in this survey is voluntary, your cooperation is critical to make the results of this survey comprehensive, accurate, and timely. Your answers may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose unless otherwise compelled by law (Education Sciences Reform Act of 2002, 20 U.S.C. § 9573).

- **This survey is designed to be completed by the person(s) most knowledgeable about safety and discipline at your school.**
- **Please respond for the current 2013-14 school year to date.**
- **Please use the definitions on the Instructions and Definitions Page for words that appear in the questionnaire bolded and marked by an asterisk.**

**NAME AND ADDRESS OF SAMPLED SCHOOL HERE**

IF ABOVE **SCHOOL** INFORMATION IS INCORRECT, PLEASE UPDATE DIRECTLY ON LABEL.

**Grades taught at this school: Low grade taught \_\_\_\_\_ High grade taught \_\_\_\_\_**

Name of person completing this form: \_\_\_\_\_

Title/position: \_\_\_\_\_

Telephone number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Best days and times to reach you (in case of questions): \_\_\_\_\_

**THANK YOU. PLEASE KEEP A COPY OF THIS SURVEY FOR YOUR RECORDS.**

<b>PLEASE RETURN COMPLETED FORM TO:</b>	<b>IF YOU HAVE ANY QUESTIONS OR COMMENTS, CONTACT:</b>
<b>Mail:</b> Cindy Gray (6197.01.02.02) Westat 1600 Research Boulevard Rockville, Maryland 20850-3195	Cindy Gray at Westat 800-937-8281, Ext. 4336 or 301-251-4336 E-mail: SafetySurvey@westat.com
<b>Fax:</b> 800-254-0984	

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1850-0733. The time required to complete this information collection is estimated to average 20 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this form, please write to: U.S. Department of Education, Washington, DC 20202-4537. If you have any comments or concerns regarding the status of your individual submission of this form, write directly to: National Center for Education Statistics, 1990 K Street, NW, Washington, DC 20006.



## Instructions and Definitions Page

- Please respond for the current 2013–14 school year to date.
- The following words are bolded and marked by an asterisk (\*) wherever they appear in the questionnaire. Please use these definitions as you respond.

**At school/at your school** – activities happening in school buildings, on school grounds, on school buses, and at places that hold school-sponsored events or activities. Unless otherwise specified, this refers to normal school hours or to times when school activities/events were in session.

**Physical attack or fight** – an actual and intentional touching or striking of another person against his or her will, or the intentional causing of bodily harm to an individual.

**Rape** – forced sexual intercourse (vaginal, anal, or oral penetration). This includes penetration from a foreign object. Both male and female students can be victims of rape.

**Robbery** (taking things by force) – the taking or attempting to take anything of value that is owned by another person or organization, under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. A key difference between robbery and theft/larceny is that robbery involves a threat or battery. ***For this survey, you will be asked to report incidents of robbery, but not theft/larceny.***

**Sexual battery** – an incident that includes threatened rape, fondling, indecent liberties, child molestation, or sodomy. Both male and female students can be victims of sexual battery. Classification of these incidents should take into consideration the age and developmentally appropriate behavior of the offender(s).

**Sexual harassment** – conduct that is unwelcome, sexual in nature, and denies or limits a student's ability to participate in or benefit from a school's education program. The conduct can be carried out by school employees, other students, and non-employee third parties. Both male and female students can be victims of sexual harassment, and the harasser and the victim can be of the same sex. The conduct can be verbal, nonverbal, or physical.

**Theft/larceny** (taking things worth over \$10 without personal confrontation) – the unlawful taking of another person's property without personal confrontation, threat, violence, or bodily harm. ***(For this survey, you will be asked to report incidents of robbery, but not theft/larceny.)***

**Violence** – actual, attempted, or threatened fight or assault.

**Weapon** – any instrument or object used with the intent to threaten, injure, or kill. This includes look-alikes if they are used to threaten others.

1. During the 2013–14 school year, was it a practice of your school to do the following? (If your school changed its practices during the school year, please answer regarding your most recent practice. Indicate yes or no for each item.)

Yes  
No

- a. Require visitors to sign or check in.....  Yes  No
- b. Control access to school buildings during school hours (e.g., locked or monitored doors).....  Yes  No
- c. Control access to school grounds during school hours (e.g., locked or monitored gates).....  Yes  No
- d. Require students to pass through metal detectors each day.....  Yes  No
- e. Perform one or more random metal detector checks on students.....  Yes  No
- f. Require that all or most students stay on campus during lunch.....  Yes  No
- g. Use one or more random dog sniffs to check for drugs.....  Yes  No
- h. Perform one or more random sweeps for contraband (e.g., drugs or **weapons\***), but not including dog sniffs.....  Yes  No
- i. Require drug testing for athletes.....  Yes  No
- j. Require drug testing for students in extra-curricular activities other than athletics.....  Yes  No
- k. Require drug testing for any other students.....  Yes  No
- l. Require students to wear uniforms.....  Yes  No
- m. Enforce a strict dress code.....  Yes  No
- n. Provide school lockers to students.....  Yes  No
- o. Require clear book bags or ban book bags on school grounds.....  Yes  No
- p. Provide an electronic notification system that automatically notifies parents in case of a school-wide emergency.....  Yes  No
- q. Provide a structured anonymous threat reporting system (e.g., online submission, telephone hotline, or written submission via drop box).....  Yes  No
- r. Require students to wear badges or picture IDs.....  Yes  No
- s. Require faculty and staff to wear badges or picture IDs.....  Yes  No
- t. Use one or more security cameras to monitor the school.....  Yes  No
- u. Provide telephones in most classrooms.....  Yes  No

- v. Provide two-way radios to any staff.....
- .....
- w. Limit access to social networking websites (e.g., Facebook, Twitter) from school computers .....
- .....
- x. Prohibit use of cell phones and text messaging devices during school hours.....

2. During the 2013–14 school year, did your school or school district provide any of the following for classroom teachers or aides? (Indicate yes or no for each item.)

- |  | <b>Yes</b>               | <b>No</b>                |
|--|--------------------------|--------------------------|
| a. Training in classroom management for teachers.....  | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Training in school-wide discipline policies and practices related to <b>violence*</b> .....       | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Training in school-wide discipline policies and practices related to bullying.....                | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Training in school-wide discipline policies and practices related to alcohol and/or drug use..... | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Training in safety procedures (e.g., how to handle emergencies) .....                             | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Training in recognizing early warning signs of students likely to exhibit violent behavior.....   | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Training in recognizing physical, social, and verbal bullying behaviors.....                      | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| h. Training in recognizing signs of students using/abusing alcohol and/or drugs.....                 | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| i. Training in positive behavioral intervention strategies.....                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| j. Training in crisis prevention and intervention.....   | <input type="checkbox"/> | <input type="checkbox"/> |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |

3. Please indicate in **part 1** whether your school has a written plan that describes procedures to be performed in the following crises. For items a–e, if your school has a written plan, please indicate in **part 2** whether your school drilled students on the use of this plan during the 2013–14 school year.

Crisis	Part 1. Have a written plan?		Part 2. If "Yes," have you drilled students on the plan this school year?	
	Yes	No	Yes	No
a. Shootings/Active shooters	Yes	No	Yes	No
b. Natural disasters (e.g., earthquakes or tornadoes)	Yes	No	Yes	No
c. Hostages	Yes	No	Yes	No
d. Bomb threats or incidents	Yes	No	Yes	No
e. Chemical, biological, or radiological threats or incidents (e.g., release of mustard gas, anthrax, smallpox, or radioactive materials)	Yes	No	Yes	No
f. Suicide threat or incident	Yes	No		
g. An "imminent threat alert" is issued by the Department of Homeland Security's National Terrorism Advisory System	Yes	No		
h. Pandemic flu	Yes	No		

4. During the 2013–14 school year, did you have any security guards, security personnel, or sworn law enforcement officers present **at your school\* at least once a week?**

Yes  (Continue with question 5.)      No  (Skip to question 7.)

5. How many of the following were present in your school at least once a week? (If an officer works full time across various schools in the district, count this officer as "part time **at your school.\***" Please answer all items. If none, check the "None" box.)

Type of personnel (Answer all items. If none, check the "None" box)	Number at your school*
a. Security guards or security personnel (not law enforcement)	
i. Full time <b>at your school*</b> .....	_____ or <input type="checkbox"/> None
ii. Part time <b>at your school*</b> .....	_____ or <input type="checkbox"/> None
b. School Resource Officers (Include all career law enforcement officers with arrest authority, specialized training, and are assigned to work with school organizations.)	
i. Full time <b>at your school*</b> .....	_____ or <input type="checkbox"/> None
ii. Part time <b>at your school*</b> .....	_____ or <input type="checkbox"/> None
c. Sworn law enforcement officers who are not School Resource Officers	
i. Full time <b>at your school*</b> .....	_____ or <input type="checkbox"/> None
ii. Part time <b>at your school*</b> .....	_____ or <input type="checkbox"/> None

6. Did these security guards, security personnel, or sworn law enforcement officers participate in the following activities **at your school\*?** (Indicate yes or no for each item.)

	Yes	No
a. Security enforcement and patrol .....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Maintaining school discipline .....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
c. Coordinating with local police and emergency team(s) .....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>

- d. Identifying problems in the school and proactively seeking solutions to those problems.....   
.....
- e. Training teachers and staff in school safety or crime prevention.....   
.....
- f. Mentoring students.....   
.....
- g. Teaching a law-related education course or training students (e.g., drug-related education,  
criminal law, or crime prevention courses).....   
.....



Please refer to the Instructions and Definitions Page for words in bold and marked by an asterisk.

7. To the best of your knowledge, how often do the following types of problems occur **at your school\***? (Check one box on each line.)

Problem	Happens daily	Happens at least once a week	Happens at least once a month	Happens on occasion	Never happens
a. Student racial/ethnic tensions.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Student bullying.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Student <b>sexual harassment*</b> of other students.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Student harassment of other students based on sexual orientation or gender identity (i.e., lesbian, gay, bisexual, transgender, questioning).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Widespread disorder in classrooms.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Student verbal abuse of teachers.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Student acts of disrespect for teachers other than verbal abuse .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. During the 2013–14 school year, have any of your school’s students, faculty, or staff died as a result of a homicide committed **at your school\***?

Yes  No

9. Record the number of incidents that occurred **at school\*** during the 2013–14 school year for the offenses listed below.

Please provide information on:

- The number of incidents, not the number of victims or offenders.
- Recorded incidents, regardless of whether any disciplinary action was taken.
- Recorded incidents, regardless of whether students or non-students were involved.
- Incidents occurring before, during, or after normal school hours.

Please answer all items. If none, check the “None” box.

Type of incident	Total number of recorded incidents
a. <b>Rape*</b> or attempted <b>rape*</b> .....or <input type="checkbox"/> None	
b. <b>Sexual battery*</b> other than <b>rape*</b> (include threatened <b>rape*</b> ).....or <input type="checkbox"/> None	
c. <b>Robbery*</b> (Report <b>robbery*</b> ,* which is taking things by force or threat. Do <u>not</u> report <b>theft*</b> ,* which is taking things <u>without</u> personal confrontation.)	
i. With a <b>weapon*</b> .....or <input type="checkbox"/> None	
ii. Without a <b>weapon*</b> .....or <input type="checkbox"/> None	
d. <b>Physical attack or fight*</b>	
i. With a <b>weapon*</b> .....or <input type="checkbox"/> None	
ii. Without a <b>weapon*</b> .....or <input type="checkbox"/> None	
e. Threats of <b>physical attack*</b>	
i. With a <b>weapon*</b> .....or <input type="checkbox"/> None	
ii. Without a <b>weapon*</b> .....or <input type="checkbox"/> None	

