



## Accountability

### Orientation and Training Schedule

Annually, each school prepares a schedule of orientation and training events .

Month	Training Event and Benchmarks	Person Responsible
August	<ul style="list-style-type: none"><li>Teacher/Staff Orientation of the SERP</li><li>Develop SERP and Practice</li><li>Update School Emergency Kit(s)</li></ul>	<ul style="list-style-type: none"><li>Principal/Staff</li><li>Principal</li><li>Staff Designee</li></ul>
September	<ul style="list-style-type: none"><li>Orientation of Students, Parents, and Community, if applicable</li><li>Practice Evacuation and Fire Drills</li><li>Submit final SERP to CSO via Assurances Database (DC schools must also submit to Core DC—see page 13 for website)</li></ul>	<ul style="list-style-type: none"><li>Principal</li><li>Principal/Staff</li><li>Principal</li></ul>
October	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li><li>Practice ALICE response</li></ul>	<ul style="list-style-type: none"><li>Principal/Staff</li><li>Principal</li></ul>
November	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li></ul>	<ul style="list-style-type: none"><li>Principal</li></ul>
December	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li><li>Review and Update SERP</li></ul>	<ul style="list-style-type: none"><li>Principal</li><li>Principal/Staff</li></ul>
January	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li><li>Update Emergency Kit(s)</li></ul>	<ul style="list-style-type: none"><li>Principal</li><li>Staff Designee</li></ul>
February	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li></ul>	<ul style="list-style-type: none"><li>Principal</li></ul>
March	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li></ul>	<ul style="list-style-type: none"><li>Principal</li></ul>
April	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li><li>Review and Update SERP</li><li>Practice ALICE Response</li></ul>	<ul style="list-style-type: none"><li>Principal</li><li>Principal/Staff</li><li>Principal</li></ul>
May	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li></ul>	<ul style="list-style-type: none"><li>Principal</li></ul>
June	<ul style="list-style-type: none"><li>Practice Evacuation and Fire Drills</li></ul>	<ul style="list-style-type: none"><li>Principal</li></ul>