

**School Safety Plan
The Roehampton Residence Program**

**Shelter Support & Housing Administration
September 2020**

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1.0 Background

1.1 Emergency Shelter and Support Services

Shelter, Support and Housing Administration (SSHA) manages a coordinated and effective system of shelter and housing services to improve the housing stability of people who are at risk of or experiencing homelessness in Toronto.

SSHA's top priority is to ensure that vulnerable people can access temporary accommodation when they need it. The City follows the Housing First approach and operates based on harm reduction principles, which means direct access to permanent housing as quickly as possible, with the supports needed to maintain it. These supports include case managers that work with residents to determine services to meet their needs, including mental health and addictions counselling, primary care, and a range of social and employment services.

SSHA oversees the operation of 67 shelters in the City of Toronto, 56 of the shelters are operated by community agencies and 11 are directly operated by the Homelessness Initiatives and Prevention Services (HIPS) Unit of SSHA, providing more than 7,000 emergency and transitional shelter beds in different locations in and around the City.

As part of the City of Toronto's three-tier response to COVID-19 to help individuals who are experiencing homelessness stay safe and allow for physical distancing of two metres between shelter beds, SSHA has had to open over 30 additional sites since mid-March and moved more than 3,500 individuals into a combination of hotels, motels, community spaces, interim and permanent housing. The City took these urgent actions in order to save lives and protect vulnerable people, who are at greater risk of COVID-19 related harms. These 30+ programs have opened all across the City.

1.2 The Roehampton Residence

The Roehampton Residence is one of the shelters established as part of COVID-19 response to assist with meeting Toronto Public Health guidelines for physical distancing. It opened in early July under a two-year lease contract as a temporary shelter with an option to extend for one more year.

The Roehampton Residence Program is run by City staff and offers case management (assessment and referrals to community services/resources), housing search help, meals, harm reduction and recreational programming. The Roehampton Residence provides services to adult couples and singles of all genders.

1.3 Existing Shelter Close to Schools

The City's goal is to open new shelters in neighbourhoods across Toronto so that people experiencing homelessness can stay within their communities. SSHA currently operates or oversees shelters in 22 Wards across the City.

Some of these shelters are located close to schools and day cares. Examples include, Fort York Men's Residence which is co-located with a City-run daycare. Both Good Shepherd Ministries and Scott Mission who serve men experiencing homelessness are just meters away from local

schools. Seaton House and Schoolhouse have operated for decades near schools and childcare. The Salvation Army's 124-bed men's shelter has operated next door to Ronald McDonald House and one block from a school for 40 years. When that shelter relocated, it formed a good relationship with the four Leslieville schools located within three blocks of the shelter.

2.0 Purpose

Providing emergency shelter to people who are experiencing homelessness is an important community service that is offered in neighbourhoods across the city. SSHA recognizes the right of all community members to feel safe in where they live and is committed to facilitating safety at schools in collaboration with local schools and key stakeholders to identify actions in a proactive manner and allocating resources to support initiatives that will promote school safety.

The School Safety Plan seeks to identify safety concerns and considerations from consultations with stakeholders and measures that are in place and those to be implemented to facilitate and support the safety of children, school and shelter staff, community members including shelter residents and school property. It outlines roles and responsibilities for the various action items as well and provides a framework for continuous engagement.

3.0 Approach to Developing the School Safety Plan

The City is committed to working with local school partners, and other key stakeholders to develop and implement a School Safety Plan.

The plan preparation process will be guided by the following considerations:

1. The safety of children in schools is of utmost priority to the city and every effort should be made to prevent situations that can potentially put children in a harm's way
2. Maintaining safety is a collective responsibility and that no individual or organization can guarantee anyone's safety
3. Hazards at schools can be found on school property from members of the community whether a shelter exists or not
4. Residents of Roehampton Residence are equal citizens of the City and have the same rights, freedoms and responsibilities as other residents of the city
5. Communication regarding hazards and safety concerns must be clear, transparent, upfront and timely
6. Safety measures outlined in this document will be regularly reviewed for effectiveness and updated to reflect changing conditions, lessons learned and best practices

The City has established a regular process of communicating and engaging with the school principals and trustees. SSHA's Community Engagement Team and Roehampton Residence Management Team have established relationships with school superintendents, principals, school council chairs, childcare centre representatives, trustees, TDSB senior facility and communication staff and other stakeholders and organized a number of meetings. In addition, SSHA staff in consultation with School Principals have organized site

visits and tours. Pictures of hot spots were taken during the school visits. These pictures will be given to the Community Safety Teams (CSTs) to assist with their work.

The consultations and interactions with key stakeholders provided SSHA Staff the opportunity to understand, first hand, concerns of schools and community members and unique needs of schools. Inputs and feedback from these meetings and site visits have been incorporated into this Safety Plan.

4.0 Safety Concerns and Issues from Stakeholder Consultations

The following are general safety concerns and issues occurring in and around schools and the community in general from the stakeholder consultations:

1. Community members accessing school space for different activities when school is closed (e.g. sports)
2. Safety of travel routes of children on their way to and home from school
3. Parents and educators have the added pressure around school returning during a global COVID-19 pandemic
4. Young people drinking alcohol on school property after school
5. Unleashed dogs
6. Trespassing
7. Illicit drug use on school property and the surrounding neighborhood
8. Scattered drug paraphernalia around schools in the community
9. Excessive littering
10. Potential harassment from shelter residents
11. Property damage/vandalism
12. Increase in bike thefts as more kids are likely to come to school on bikes this year to avoid public transit because of the COVID-19
13. Increase in crime (e.g., break-ins, shoplifting etc.)

While not all the above safety concerns and issues have been validated, the responses outlined in this School Safety Plan are intended to reduce the likelihood of hazards or threats occurring and/or minimize the impact on the safety of community members should they occur.

5.0 Promoting School Safety: Key Actions

Safety situations in communities depend on different factors which continue to evolve. SSHA has and will continue to engage and listen to community concerns and reach out to local school councils, schools administrators and trustees, BIAs, daycares, condo boards and tenant associations to develop and implement additional community safety measures and supports beyond those outlined below as needed.

5.1 Monitoring/Patrols

Security at Roehampton Residence

1. Four (4) security guards assigned 24/7 to respond to security issues and conduct perimeter patrols of the area immediately surrounding Roehampton Residence and the two adjacent properties

2. Security cameras have been installed on site to have a live view of the exterior as well as the properties immediately surrounding the Roehampton Residence

Community Safety Teams (CSTs)

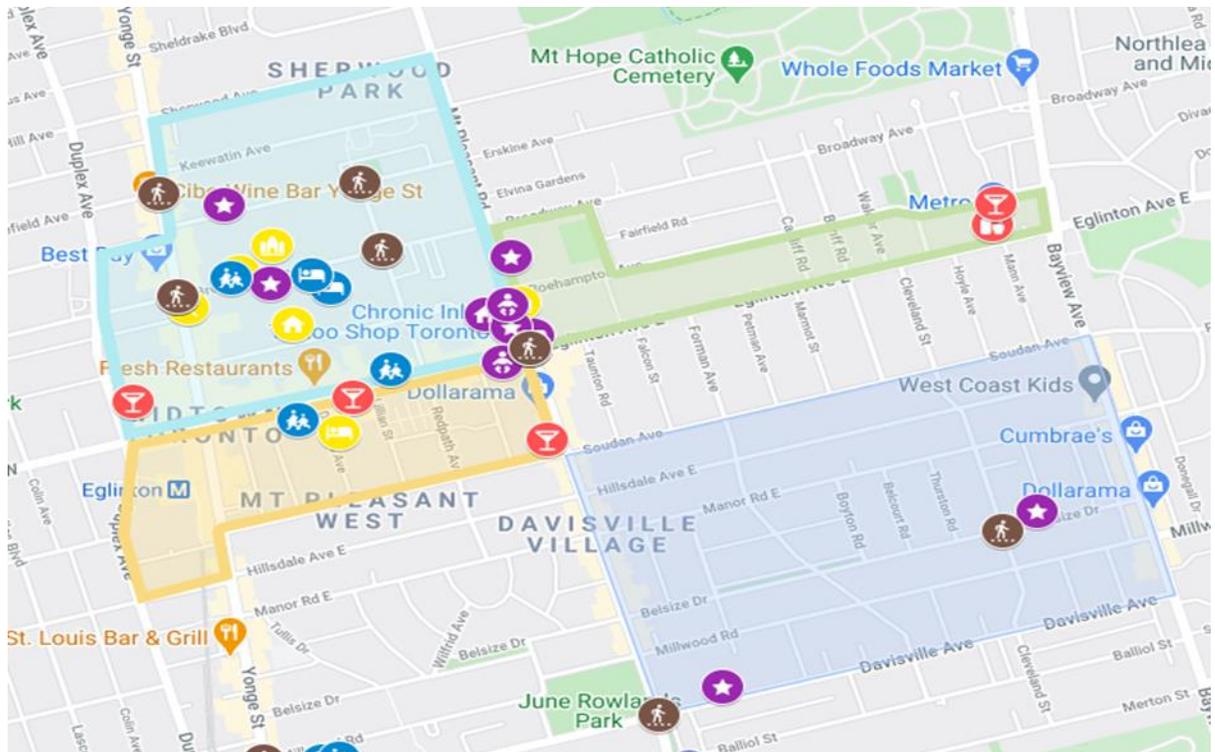
1. Community Safety Teams (CSTs) will patrol the community 24/7 looking for inappropriate activities
2. The number, composition and distribution of CSTs will reflect safety considerations of schools and communities.
3. Five (5) designated zones have been reviewed to allocate resources to support the school plan.
4. At a minimum, one CST member will be visible at each school during times students are lining up to enter school and when they are leaving school for up to two weeks at which point the need for their presence will be reviewed.
5. CST members will be screened as part of the selection process and will be visible to school staff, parents and children, wearing marked bright vests identifying that they are a CST member.
6. CST's will be equipped with clean up gear to help maintain safety & cleanliness in the neighbourhood from harm reduction paraphernalia.
7. CSTs will perform the following duties:
 - Do regular and thorough patrol of assigned areas;
 - Patrol schools in the community before and after school hours
 - Pick up refuse and discarded harm reduction materials (e.g., needles, garbage, drug paraphernalia and report back to SSHA) on the school property before school commences each school day
 - Assist residents to follow the property and surrounding area rules (e.g., no trespassing, no encampments, no garbage bin diving)
 - Direct residents back to the property or away from area to more public spaces
 - Build trust and understanding with staff and residents on site to help create a safe and positive environment
 - Answer to calls regarding any Residents in the surrounding area that may be causing a disturbance to residents, businesses, and private property
 - Build rapport with residents and businesses to gain their confidence in helping return peace and safety to the neighbourhood
 - Report any findings, collections, communications to on site-staff to ensure documentation of all interactions
 - Respond to immediate non-Police and non-EMS related matters
 - If any shelter resident is found to be occupying any portion of the school property, intervene and assist with re-direction of the resident from the school's property
8. CST members will arrive at the designated schools before school start time and return to the school before school end time.
9. CST members may be called for assistance outside designated times at the school.
10. An additional CST agent is specifically assigned to monitor the Roehampton Hotel exterior
11. CSTs will keep track of data (e.g. how many needles were picked up, how many incidents per school and how it was reported). A Template will be developed to collect the data.

12. CST's will adhere to COVID-19 safety precautions in place at schools and while in the community

Boundaries for Community Safety Teams Patrols

Community Safety Teams currently work within the boundaries provided below and provide proactive safety walk through of all school and daycare properties in the listed zones. This, however, may be reviewed and adjusted depending on safety concerns and response requirements when schools re-open.

Zone	Boundaries	School(s) covered
1	Area between Duplex Ave and Mount Pleasant Rd, and Sherwood Ave to Eglinton Ave E.	John Fisher PS North Toronto Collegiate Northern Secondary
2	Area between Mount Pleasant Rd and Bayview Ave, and Broadway Ave and Eglinton Ave E	Eglinton Junior PS
3	Area between Duplex Ave and Mount Pleasant Ave, and Eglinton Ave E and Hillside Ave E.	
4	Roehampton Hotel and Mid-Town Tiny Tot's Daycare located at 808 Mount Pleasant Rd	
5	Area Between Mount Pleasant Ave and Bayview Ave, and Souden Ave and Davisville Ave.	Maurice Cody Junior PS Hodgson Middle School



Mobile Patrols

1. ASP Security Mobile Unit under contract with the City will proactively patrol the community 24/7, regularly checking-on school properties, daycare centres, places of worship, parks and known hotspots
2. ASP Security Mobile Unit support will be on high traffic student routes during times students come to and from school, concentrating particularly around Yonge and Mt. Pleasant Rd. towards Eglinton subway station so students taking the TTC do not feel insecure traveling to any school in the area whether outlined in this document or not.
3. A second ASP Security Mobile Unit under contract with the City patrols walking and bus routes, and routes students typically traverse during peak times throughout the day, Monday to Friday
4. ASP Security Mobile Teams will engage with clients as needed and report any issues or concerns found to the Community Safety Team
5. ASP Security Mobile Unit Teams will wear uniforms and use marked vehicles to enhance visibility
6. Existing Crossing Guards will have communication with ASP Security Mobile Unit Teams and will call for assistance as needed. Security Mobile staff will come out of cars if required to assist and support Crossing Guards

Toronto Police Services (TPS)

Toronto Police Services is "dedicated to delivering police services, in partnership with our communities, to keep Toronto the best and safest place to be." TPS is committed to dedicating police resources when operationally available. Support includes:

1. Uniformed Toronto Police Service will provide patrols during the day and night shift schedules when operationally available
2. Primary Response Unit (PRU) will assign teams of two Police Officers to provide foot patrols of the area during the day and night shift schedules when operationally feasible
3. Community Response Unit will visit sites regularly to engage with clients, staff and local residents
4. TPS will respond to calls on a priority basis on any incidences of crime and/or when the safety issue at hand cannot be resolved by a CST member(s) or has no relation to any resident of the shelter.

SSHA will continue to engage with TPS on how TPS can provide further support and/or enhance their presence in the community.

5.2 Minimizing Threats from Trespassing

1. Schools are encouraged to exercise their rights under City bylaws and the Ontario Trespass to Property Act to protect the safety of staff, students and property from any threats and hazards
2. All unauthorized persons found in any portion of the school property during and after school hours will be asked to vacate the school property
3. During school hours, school staff will contact the Police, City of Toronto Corporate Mobile Security Team or the Community Safety Team to assist with the removal of

- all unauthorized persons found in any part of a school's property if the person refuses to vacate the school property
4. Unauthorized persons found after school hours patrols by CSTs will similarly be asked to leave the property or forcefully be removed by TPS if the individual or people involved refuse to voluntarily leave the property
 5. If the unauthorized person(s) found in a school property is a shelter resident, the school immediately notify the shelter to follow-up with the shelter resident. If the person refuse to voluntarily leave the property, TPS will be called to remove the shelter resident
 6. In all cases where criminal activity is involved or suspected to be involved, the Police must be contacted immediately

5.3 Cleaning of Hazards by Contracted Services - Facilities Management, City of Toronto

A work order to provide cleaning services including picking needles has been approved by Facilities Management, City of Toronto. The scope of work is provided below:

Days	5 Days a week
Timing	Every morning to be completed at least half an hour before any programming begins at any school
Areas to focus	<ul style="list-style-type: none"> ▪ All TDSB schools within the boundary area: (i.e. Eglinton Junior Public School – 223 Eglinton Ave E, John Fisher Public School – 40 Erskine Ave, North Toronto Collegiate Institute – 18 Broadway Ave and Northern Secondary School – 851 Mount Pleasant Rd, Maurice Cody - 364 Belize Dr, Hodgson Middle School 282 Davisville Ave.)

5.4 On-Site Health and Well-Being Support Services

The Roehampton Residence will provide health and well-being supports to residents which will include:

1. Primary care clinic and mental health case managers
2. Harm reduction and addictions counselling services
3. Referral of clients to mental health professional and employment services
4. Recreational activities and programs that support health and well-being
5. Regular resident meetings to remind people of Good Neighbours Policy and their responsibilities
6. Signs posted in the building regarding conduct in the neighbourhood and COVID protocols (i.e., masks and social distancing)

6.0 Continued Engagement and Communication

The approach to implementing this School Safety Plan will be iterative in nature and flexible to respond to the issues as they arise or to re-evaluate if there is no uptake or need for them to continue.

SSHA will continue to regularly engage and work in partnership with stakeholders to identify opportunities to improve school and community safety, adjusting strategies and deploying resources to support critical safety needs.

6.1 Review Meetings

1. Retain the services of Community Engagement Facilitator, Swerhun Inc. to help with community engagement on the development of the School Safety Plan
2. Engage with key stakeholders including representative(s) TDSB – trustees, staff and school council members, Community Safety Team members and other key stakeholders
3. Organize routine (e.g., monthly and as needed) review meetings/conferences to discuss and address safety-related concerns and the way forward.

6.2 Community Liaison Committee (CLC)

1. The CLC will be an advisory body to work collaboratively with City staff operating the shelter, other relevant City staff and community partners to achieve a successful integration of the shelter into the neighbourhood.
2. The CLC will include representatives from local organizations, including resident associations, condo boards, Business Improvement Areas, police, schools, and other community organizations.
3. The first CLC meeting is tentatively scheduled for September 17, 2020. A standing agenda item for the CLC meetings will be "Review Feedback/Concerns". Meeting summaries will be made publicly available on the project website so that everyone can stay updated.

6.3 Community Bulletin

1. Developed by City staff and Swerhun Inc. a third-party community facilitator as part of the community engagement process for the Roehampton Residence at 808 Mount Pleasant Avenue, the Community Bulletin will continue to be issued to provides updates on emergency shelters including the Roehampton Residence
2. The bulletins will share key information and updates based on the frequently raised community comments, questions, and concerns shared via project e-mail, voicemail, and the online feedback form at [Toronto.ca/PhysicalDistancingShelters](https://toronto.ca/PhysicalDistancingShelters)

6.4 Information for Students

1. SSHA will seek the support of TPS and schools to develop educational materials that are relevant and appropriate for different grade levels to help students respond appropriately to different hazards and dangers including avoiding activities such as filming that can potentially endanger their safety when they come across any hazards or danger.
2. SSHA will participate in the development of the educational materials and guidance documents for students.

6.5 Communication Channels

SSHA recognizes the need to establish clear lines of communication and protocols for reporting safety concerns, hazards and incidents in schools. The following guidelines will apply:

1. Students will report safety concerns, hazards and incidents to designated staff. Staff will document and update Principal regarding the issue.
2. Staff will report safety concerns, hazards and incidents to the school Principal. If the issue involves shelter resident, the principal will contact the School Safety Plan Coordinator.
3. Parents will report to the Principal any safety concern, hazards or incident to the School Principal who will bring the issue to the attention of School Safety Coordinator or Manager, the Roehampton Residence.
4. School Principal will contact School Safety Coordinator regarding activities of Community Safety Teams in their respective schools.
5. Community Safety Teams members will report service-related issues to the School Safety Coordinator and Shelter Manager.
6. The Teams will document their observations and findings and submit a weekly report to the School Safety Coordinator.
7. Community members and other key stakeholder will contact the School Safety Coordinator and the Shelter directly with their concerns and issues relating to the shelter operations.
8. School Safety Coordinator will serve as the liaison between SSHA, the schools and the community.

6.6 Reporting Safety Concerns during School Hours

1. The key to effective communication on safety concerns in schools will involve SSHA working in partnership with stakeholders to coordinate messaging and encouraging the use of appropriate channels
2. Staff and students who come across any hazards or dangers are expected to report the hazard or concern using existing practices and procedures (to a TDSB staff member).
3. Whenever a shelter resident is involved or suspected to be involved in any activity that endangers the safety of staff or students, schools will contact the shelter unless immediate Police assistance is required in which case the Police must be contacted.

6.7 Key Contacts

SSHA key contacts for school principals, trustees and community members to connect with at Roehampton Residence about their questions and concerns are provided below.

The Roehampton Residence	Tel: 437-247-2287 (Available 24/7)
Program Manager	Tel: 416-397-5522
Program Supervisor	Tel: 416-999-6569
School Safety Coordinator	Tel: 647-888-5745 (8.00 a.m. – 6.00 p.m.) Tel: 437-247-2287 (before 8.00 a.m. and after 6.00 p.m.) Email: hellen.haziprodrumu@toronto.ca

In all situations requiring emergency response, please call 911 or the Police if criminal activity is involved.

Appendices: School-Specific Safety Plan

Appendix 1: Northern Secondary School Safety Plan

School Address	851 Mt. Pleasant Rd, Toronto, ON M4P 2L5
Telephone/Fax Number	416-393-0207/416-3939-0294
Student Population	1,676
Name of Principal	Adam Marshall
Distance from Roehampton Residence	170m
School Start Time	8:30am
School End Time	12:30pm
Before School Program Period	N/A

Additional School Information:

- Secondary School Grades 9-12.
- School spans a large property with several vestibules.
- School has underground parking for Staff.
- Garage is open as of 6 a.m.

Walking & Bus Routes:

- High traffic route west along Roehampton Ave and south along Mount Pleasant (high density at Law Office).
- Bus stops between Eglinton Ave to Broadway Ave along Mount Pleasant.

Areas of Safety Concern:

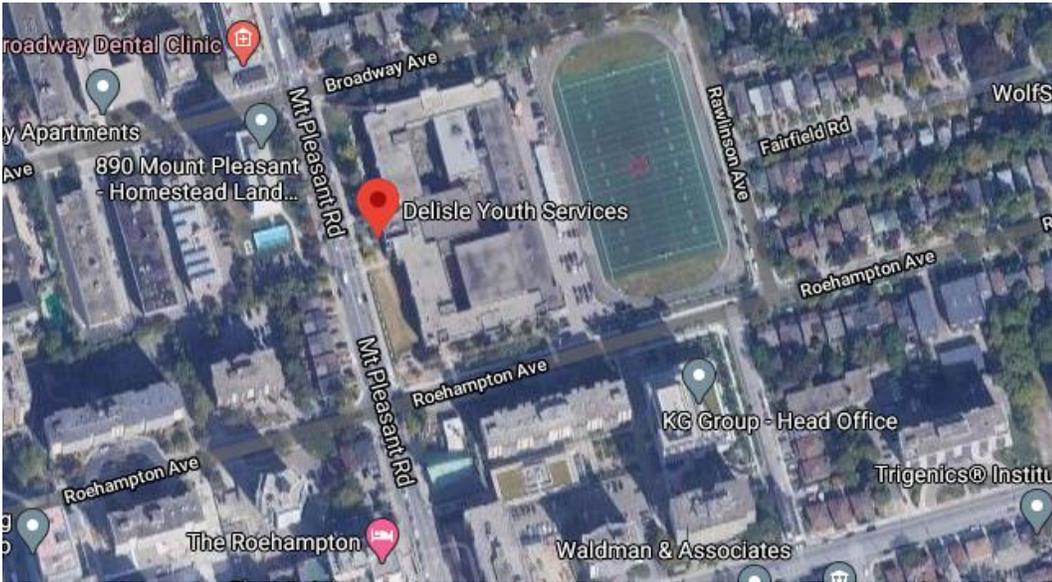
- Sports field
- All vestibules
- Parking Garage and grassy area above parking garage
- Doorway and walkway to the parking garage on the northwest side of the building off Broadway
- Garden bed at front of school along Mount Pleasant
- Area in between the school and sports field that has entrances/exits, garbage bins and Exit #8

Key Tasks

1. A site visit and tour completed	SSHA/ School Principal
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3. Provide consent to City staff entering school yards to check for and address hazards related to the emergency shelters	TDSB
	School Principal or Designate
5. Assign CST to school and communicated to School Principal	Corporate Security/ Manager Roehampton Residence Caretaker
7. Specify times when CST/staff of third party contractors can access the school property to perform their assigned	School Principal or Designate
	CST/Staff of Third Party Contractors
9. Sweep school property, look for and collect discarded paraphernalia each morning by 7:00 a.m.	Corporate Real Estate and Facilities/CST CST
11. Review and update School safety plan reviewed staff, trustees and parent council	School Principal
	School Principal or Designate
13. Report any hazards to Safety Plan Coordinator or Shelter to ensure that the Community Safety Team has not missed an items during their sweep of the grounds	Teachers/ Yard Duty Staff
	SSHA

Area Map



Appendix 2: Eglinton Junior Public School Safety Plan

	223 Eglinton Ave E, Toronto, ON M4P 1L1
Telephone/Fax Number	416-393-9315
	600 students and 200 children in childcare
Name of Principal/Vice Principal/Head Caretaker	Ian Wilson/ Elizabeth Aiello/Dave Ricci
	120m
School Start Time	8.55 a.m.
	3.30 p.m.
Before School Program Period	7.00 – 8.15 a.m.
	3.00 – 6.00 p.m.

Additional School Information:

- Junior Kindergarten to Grade 5 with childcare (Pre-school, toddlers, before and after school programs).
- School property runs along Eglinton from Mount Pleasant to Brownlow Ave
- High traffic and construction area with limited sidewalk space as families will line up for screening.
- Families will be lining up along Mount Pleasant, Eglinton and Brownlow to await screening.
- COVID-19 Screening: Families will be lining up along Mount Pleasant, Eglinton and Brownlow to await screening before school and will be dismissed from those same doors at the end of school. Entry and dismissal will be staggered to allow cohorts separate access and different times.

Walk & Bus Routes:

- Brownlow Ave south, Eglinton Ave and Mount Pleasant Ave.
- Currently busses pick up and drop off on Brownlow about 50 students who attend Whitney PS (this will increase this year)
- A bus picks up and drops off students who attend Forest Hill PS

Areas of Safety Concern:

- All entrances and exits
- Benches on Mount Pleasant and Eglinton
- Schoolyard on Southwest side of the school off Brownlow Ave.
- Garbage bin area off Eglinton on west side of the school
- Turf field in schoolyard
- Woodchips of playgrounds and along south side of schoolyard
- Area of hoarding around trees on Brownlow Ave along fencing and in between slates of fence
- Alleyway between commercial building and schoolyard accessed from Mount Pleasant Ave.

- Kindergarten Play area (fenced in with many places to hide at night/day)
- School age playscape area (many hiding places during day or night)

Key Tasks	
1. A site visit and tour completed	SSHA/ School Principal
3. Provide consent to City staff entering school yards to check for and address hazards related to the emergency shelters	TDSB
5. Assign CST to school and communicated to School Principal	Corporate Security/ Manager Roehampton Residence
7. Specify times when CST/staff of third party contractors can access the school property to perform their assigned	School Principal or Designate
9. Sweep school property, look for and collect discarded paraphernalia each morning by 7:00 a.m.	Corporate Real Estate and Facilities/CST
11. Review and update School safety plan reviewed staff, trustees and parent council	School Principal
13. Report any hazards to Safety Plan Coordinator or Shelter to ensure that the Community Safety Team has not missed an items during their sweep of the grounds	Teachers/ Yard Duty Staff

Area Map



Appendix 3: John Fisher Junior Public School Safety Plan

School Address	40 Erskine Ave, Toronto, ON M4P 1Y2
Telephone/Fax Number	416-393-9325
Student Population	408
Name of Principal/Vice Principal/Head Caretaker	Jane Wadden
Distance from Roehampton Residence	900m
School Start Time	8.15 a.m.
School End Time	3.00 p.m.
Before School Program Period	N/A
After School Program End Period	3.00 – 6.00 p.m.

Additional School Information:

- Elementary school Grades SK – 6
- Child care after school only.

Walking & Bus Routes:

- School Buses drop off students on Erskine Ave at front of building.
- Local walking Yonge & Erskine, Mt Pleasant
- Local walking Mt Pleasant, Eglinton and Yonge Street and Mount Pleasant walking south from Lawrence Avenue.

Areas of Safety Concern:

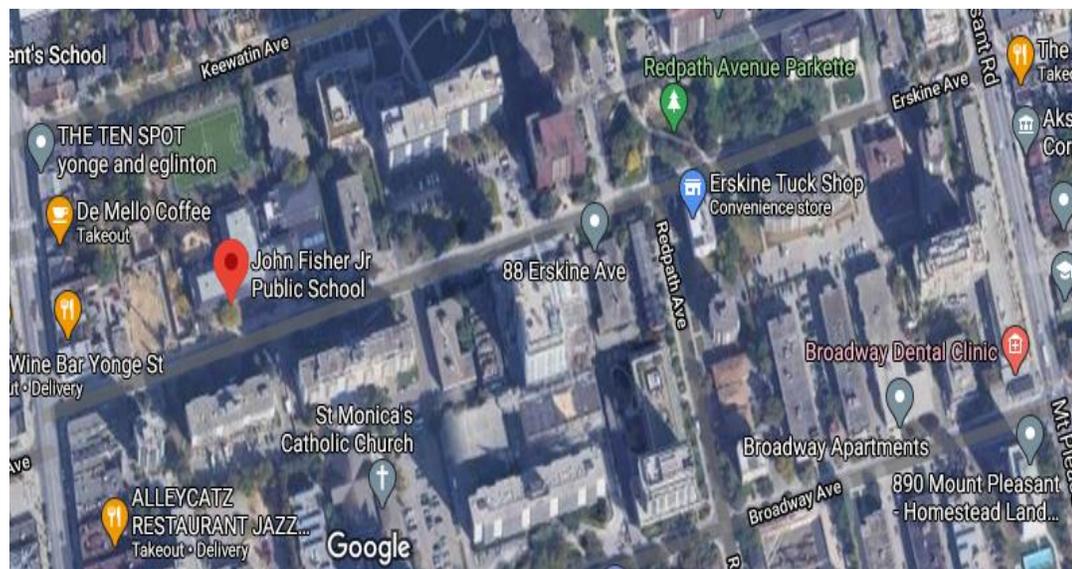
- Property of school runs from Erskine to Keewatin.
- Sports field.
- Front of school is used by kindergartens on Erskine Ave
- Front Door exit 1
- Bench on side of the school yard on west side of the building
- Exit 3 and 3a
- Planters on Erskine Ave.
- Newly constructed parking lot (has already been vandalized)
- Basketball court area on Erskine Avenue on east side of the school

Key Tasks

1. A site visit and tour completed	SSHA/ School Principal School Principal or Designate
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3. Provide consent to City staff entering school yards to check for and address hazards related to the emergency shelters	TDSB
4. Provide SSHA with site-plan, showing boundaries within which assigned cleaning work would be performed.	School Principal or Designate
5. Assign CST to school and communicated to School Principal	Corporate Security/ Manager Roehampton Residence Caretaker
6. Provide access to school property to CST/workers of third party contractors assigned to clean school property and spaces	School Principal or Designate
7. Specify times when CST/staff of third party contractors can access the school property to perform their assigned	CST/Staff of Third Party Contractors
8. Patrol/ clean school property before and after school hours	Corporate Real Estate and Facilities/CST
9. Sweep school property, look for and collect discarded paraphernalia each morning by 7:00 a.m.	CST
10. School Principal and Safety Plan Coordinator informed if shelter resident is found to be occupying any portion of the school property before and after school hours	School Principal
11. Review and update School safety plan reviewed staff, trustees and parent council	School Principal or Designate
12. Contact shelter to immediately attend to the school to support the removal of a shelter resident who refuses to vacate school property	Teachers/ Yard Duty Staff
13. Report any hazards to Safety Plan Coordinator or Shelter to ensure that the Community Safety Team has not missed an items during their sweep of the grounds	SSHA
14. Engage stakeholders and update School Safety Plan to reflect safety concerns	

Area Map

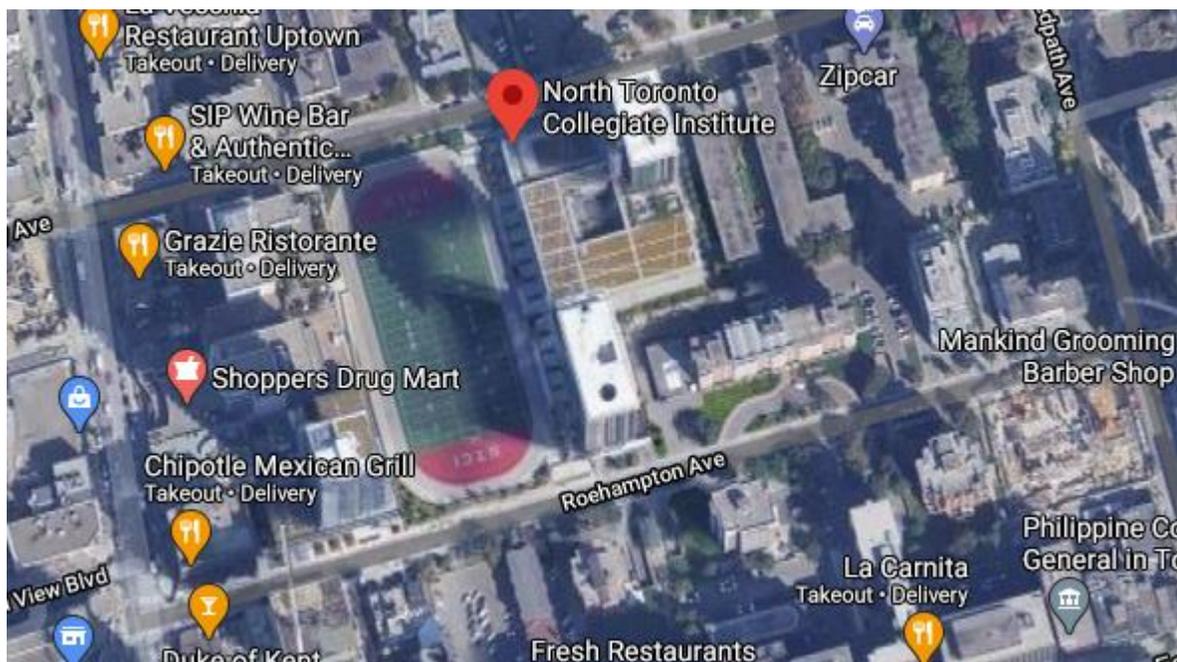


Appendix 4: North Toronto Collegiate Institute Safety Plan

School Address	17 Broadway Ave, Toronto, Ontario, M4P 1T7
Telephone/Fax Number	416-393-9180/416-393-9195
Student Population	1,382
Name of Principal/Vice Principal/Head Caretaker	William Mack
Distance from Roehampton Residence	700m
School Start Time	8:45 a.m.
School End Time	12:30 p.m.
Before School Program Period	
After School Program End Period	
<p>Additional School Information:</p> <ul style="list-style-type: none"> ▪ Secondary School Grades 9-12 <p>Walking & Bus Routes:</p> <ul style="list-style-type: none"> ▪ Broadway and Yonge <p>Areas of Safety Concern:</p> <ul style="list-style-type: none"> ▪ Sports field ▪ Front of school overhang ▪ Staircase leading up to front of school overhang ▪ Garden bed on Broadway Ave ▪ Parking garage shared by school and condo ▪ Stairwell to garage east side of school on Broadway ▪ Walkway along west side of school 	
Key Tasks	Responsibility
1. A site visit and tour completed	SSHA/ School Principal
2. Provide Community Safety Teams and the Police with required information to facilitate planning and effective response (e.g., peak times (e.g., bussing times and routes, highly trafficked routes, hazards etc.)	School Principal or Designate
3. Provide consent to City staff entering school yards to check for and address hazards related to the emergency shelters	TDSB
4. Provide SSHA with site-plan, showing boundaries within which assigned cleaning work would be performed.	School Principal or Designate
5. Assign CST to school and communicated to School Principal	Corporate Security/ Manager Roehampton Residence
6. Provide access to school property to CST/workers of third party contractors assigned to clean school property and spaces	Caretaker

7. Specify times when CST/staff of third party contractors can access the school property to perform their assigned	School Principal or Designate
8. Patrol/ clean school property before and after school hours	CST/Staff of Third Party Contractors
9. Sweep school property, look for and collect discarded paraphernalia each morning by 7:00 a.m.	Corporate Real Estate and Facilities/CST
10. School Principal and Safety Plan Coordinator informed if shelter resident is found to be occupying any portion of the school property before and after school hours	CST
11. Review and update School safety plan reviewed staff, trustees and parent council	School Principal
12. Contact shelter to immediately attend to the school to support the removal of a shelter resident who refuses to vacate school property	School Principal or Designate
13. Report any hazards to Safety Plan Coordinator or Shelter to ensure that the Community Safety Team has not missed an items during their sweep of the grounds	Teachers/ Yard Duty Staff
14. Engage stakeholders and update School Safety Plan to reflect safety concerns	SSHA

Area Map



Appendix 5: Maurice Cody Junior Public School Safety Plan

School Address	364 Belsize Dr., Toronto, ON, M4S 1N2
Telephone/Fax Number	416-393-9240/416-393-9234
Student Population	
Name of Principal/Vice Principal/Head Caretaker	Robert Nigro/ Kelli Helpert/
Distance from Roehampton Residence	1.5km
School Start Time	8:45 a.m.
School End Time	3.20 p.m.
Before School Program Period	7 a.m.
After School Program End Period	6 p.m.

Additional School Information:

- Junior School JK – Gr 5
- Community Centre on site with City Staff

Walking & Bus Routes:

- Local walking and driving with a kiss and ride for student drop off.
- Mount Pleasant and Davisville; Cleveland Street and Belsize Drive.

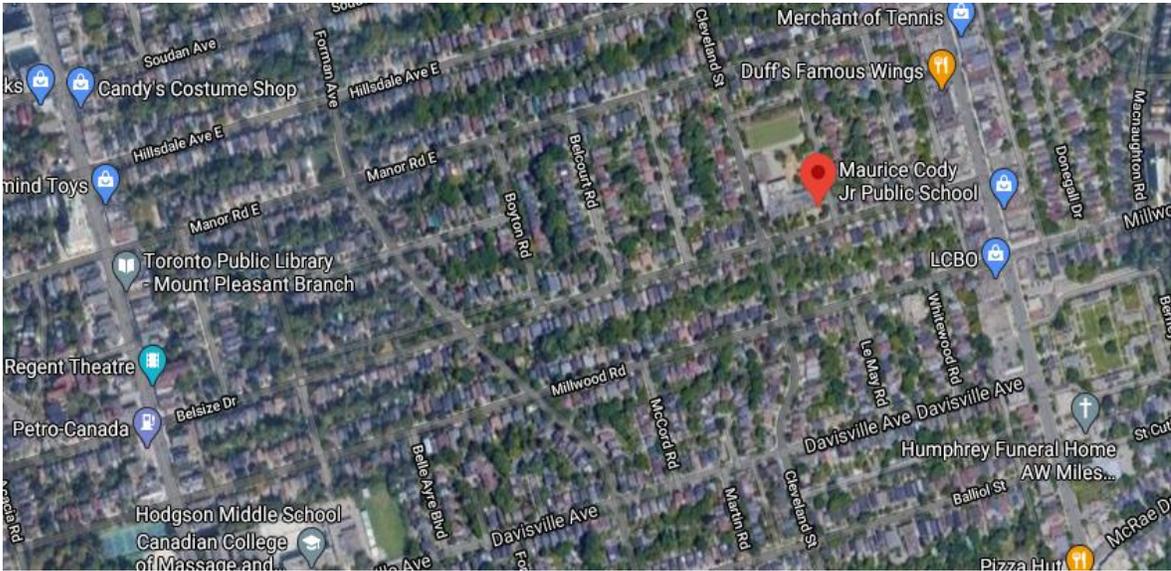
Areas of Safety Concern:

- Sports field
- Several entrances and exits around the school; some near community centre have steps leading to doorway with corners
- School yard has several inviting shaded spaces with rock seating
- Play structure with wood chips
- Students and families will be lined up along perimeter of school at Belsize and Cleveland

Key Tasks	Responsibility
1. A site visit and tour completed	SSHA/ School Principal
2. Provide Community Safety Teams and the Police with required information to facilitate planning and effective response (e.g., peak times (e.g., bussing times and routes, highly trafficked routes, hazards etc.)	School Principal or Designate
3. Provide consent to City staff entering school yards to check for and address hazards related to the emergency shelters	TDSB
4. Provide SSHA with site-plan, showing boundaries within which assigned cleaning work would be performed.	School Principal or Designate
5. Assign CST to school and communicated to School Principal	Corporate Security/ Manager Roehampton Residence

6. Provide access to school property to CST/workers of third party contractors assigned to clean school property and spaces	Caretaker
7. Specify times when CST/staff of third party contractors can access the school property to perform their assigned	School Principal or Designate
8. Patrol/ clean school property before and after school hours	CST/Staff of Third Party Contractors
9. Sweep school property, look for and collect discarded paraphernalia each morning by 7:00 a.m.	Corporate Real Estate and Facilities/CST
10. School Principal and Safety Plan Coordinator informed if shelter resident is found to be occupying any portion of the school property before and after school hours	CST
11. Review and update School safety plan reviewed staff, trustees and parent council	School Principal
12. Contact shelter to immediately attend to the school to support the removal of a shelter resident who refuses to vacate school property	School Principal or Designate
13. Report any hazards to Safety Plan Coordinator or Shelter to ensure that the Community Safety Team has not missed an items during their sweep of the grounds	Teachers/ Yard Duty Staff
14. Engage stakeholders and update School Safety Plan to reflect safety concerns	SSHA

Area Map



Appendix 6: Hodgson Middle School Safety Plan

School Address	282 Davisville Ave, Toronto, ON, M4S 1H2
Telephone/Fax Number	416-393-0390
Student Population	
Name of Principal/Vice Principal/Head Caretaker	Lori Campbell
Distance from Roehampton Residence	1.2km
School Start Time	8:45 a.m.
School End Time	3:00pm
Before School Program Period	N/A
After School Program End Period	N/A

Additional School Information:

- Middle school, grades 6, 7 and 8. Large property with City of Toronto skating rink and City Staff attached to school.

Walking & Bus Routes:

- Mount Pleasant and Davisville; Belle Ayre Blvd. and Millwood Rd.

Areas of Safety Concern:

- Sports field
- Hidden corner portable and fencing that prevent walk-through
- All portable porches and in between portables
- School yard area leading to rink
- Bench near the rink with a hidden shaded corner behind it
- Front of school has several benches and outdoor large seating space
- Several entrances and exits around the school
- Receiving area with garbage bins

Key Tasks	Responsibility
1. A site visit and tour completed	SSHA/ School Principal
2. Provide Community Safety Teams and the Police with required information to facilitate planning and effective response (e.g., peak times (e.g., bussing times and routes, highly trafficked routes, hazards etc.)	School Principal or Designate
3. Provide consent to City staff entering school yards to check for and address hazards related to the emergency shelters	TDSB
4. Provide SSHA with site-plan, showing boundaries within which assigned cleaning work would be performed.	School Principal or Designate
5. Assign CST to school and communicated to School Principal	Corporate Security/ Manager Roehampton Residence

6. Provide access to school property to CST/workers of third party contractors assigned to clean school property and spaces	Caretaker
7. Specify times when CST/staff of third party contractors can access the school property to perform their assigned	School Principal or Designate
8. Patrol/ clean school property before and after school hours	CST/Staff of Third Party Contractors
9. Sweep school property, look for and collect discarded paraphernalia each morning by 7:00 a.m.	Corporate Real Estate and Facilities/CST
10. School Principal and Safety Plan Coordinator informed if shelter resident is found to be occupying any portion of the school property before and after school hours	CST
11. Review and update School safety plan reviewed staff, trustees and parent council	School Principal
12. Contact shelter to immediately attend to the school to support the removal of a shelter resident who refuses to vacate school property	School Principal or Designate
13. Report any hazards to Safety Plan Coordinator or Shelter to ensure that the Community Safety Team has not missed an items during their sweep of the grounds	Teachers/ Yard Duty Staff
14. Engage stakeholders and update School Safety Plan to reflect safety concerns	SSHA

Area Map

