

# Stadium Event Plan for Crawford High School

## Security Plan

The written Security Plan will be located in the Crawford High School Main Office as well as in the ticket booth of the stadium. Components of the security plan are addressed in this outline: Supervision, crowd control, traffic, parking, noise, and litter.

Even with these measures in place, it should be noted that Crawford High School and the San Diego Unified School District have no jurisdiction beyond the school boundaries in enforcing parking. Crawford High School will do its best, within its authority, to prevent and discourage loitering and congregating in and around school grounds.

## Supervision Plan

### **Administrative Personnel Support**

#### **Regular Attendance Games** (i.e. Football games with less than 500 people in attendance)

1. Per City Conference Blue Book guidelines, one administrator will be on duty. That administrator will circulate throughout the stadium based on the individual needs of that specific game or event.
2. The administrator will be equipped with a two-way radio.
3. Additional security measures will be at the discretion of the school site and discussed at the admin meeting prior to each event. –

#### **High Profile Games** (i.e. Homecoming, playoffs and Football games with expected attendance over 500)

1. At least two administrators will be on duty. The administrators will circulate throughout the stadium based on specific event/game.
2. The administrators will be equipped with a two-way radio.
3. Additional security measures will be at the discretion of the school site and discussed at the admin meeting prior to each event. –

### **Rentals**

1. District office will handle all rentals for the field at Crawford High School. They will be expected to follow the policies set forth by the district and act in accordance with the stadium event plan.

## Staff Support

### Campus Security

1. Two-way radio will be carried. (Flashlights will be carried during events where lights are in use)
2. Specific area of duty will be assigned.
3. Additional Security Officers will be hired for high profile games and events at the discretion of school administration
4. A SDUSD School Police officer will be on site for varsity football games.

### Certificated and Classified Staff

1. Staff will be assigned to each ticket window and entry gate.
2. Staff will be assigned to general supervision in the stands.

3. A two-way radio will be available at the ticket gate and turned on while the ticket booth is open and selling tickets for the event.
4. A two-way radio will be placed in the press box and turned on while staff are occupying the press box during the event.

#### Medical Personnel

1. Athletic Trainer/ Medical Personnel will be readily available on site.
2. Per SDUSD policy, all school staff and coaches are CPR and First Aid certified, if necessary, CPR and first aid will be initiated by staff or admin.
3. Administration will summon Athletic Trainer/ Medical Personnel as Needed.

### **Event Maintenance Plan**

#### **Pre-Game/Pre-Event**

1. The school will post “no littering” signs at exits.
2. Custodial will secure and place ample trash receptacles around the field and near all entrances and exits.
3. Custodial and Athletic Director will coordinate regarding specific event needs.
4. Custodial/Security will secure surrounding gates for campus security and crowd control for entry into stadium.

#### **During Game/During Event**

Custodial will empty trash and perform other custodial duties as needed:

- Restrooms
- Concessions
- Stands
- Campus Perimeter

#### **Post-Game/Post-Event Clean- Up**

1. Attendees will be directed to exit towards either the Home/Visitor Exit by security and staff, fans will be encouraged by security and staff to exit towards Colts Way, Orange and Trojan Avenue.
2. Field will be cleaned by the custodial Staff.
3. Non-essential lights will be turned out once the stadium has been cleared off all fans, lights used for the custodial staff will be turned off by 10 PM.
4. Back gate on Spartan Drive will be unlocked to let staff exit. Gate will be relocked when staff have left.

#### **Night Athletic Event**

1. During athletic events, spectators will be encouraged to park in the lot near the home entrance.
2. In order to encourage fans to enter the home entrance the gates will be propped open for the duration of the game. At the conclusion of the game, the gates will be closed, allowing fans to exit, but not reenter. Custodial staff will lock all gates during their end of night closing rounds.
3. School Personnel will lock and turnoff lights in:
  - Concession Stand
  - Restrooms
  - Gates to Stadium

3. Stadium main field lights will be extinguished per the timer on the field and in accordance with the field use policy. Smaller security lights may remain illuminated.

**Within 24 hours post-event/game, Staff will insure that the following will be completed:**

- Clean Bleachers
- Custodial will make efforts to clean perimeter of the stadium of obvious game related trash.
- Empty Trash on campus
- Clean Parking Lots

## **Parking Plan**

### **Parking**

- Attendees will be encouraged to park in designated, legal parking areas. Information about parking availability will be posted on school event websites.
- Staff working or attending night games will be encouraged to park on campus in the rear parking accessed from Spartan Drive to open up parking spaces for other attendees in the front of the school.

### **Pedestrians**

- Crawford Students and supporters will be encouraged to walk, bike, or car pool to games and events. Information about safe walking, biking, or carpooling will be posted on school athletic website.

## **Post-Game**

### **Vacating Stadium at End of Game**

1. Staff and administration will facilitate timely exit of all attendees.
2. Attendees will be directed to exit towards either the Home/Visitor Exit by security and staff, fans will be encouraged by security and staff to exit towards Colts Way, Orange and Trojan Avenue.
3. Staff and security will prevent lingering and excessive noise directly following the game as visitors exit.

## **Emergency Preparedness Plan**

### **Evacuation Plan**

- Staff will provide guidance at each exit point.
- Staff will assist in crowd control.

### **Emergency Lights**

- Administration will consult with on-duty SDUSD/SDPD Police for support.

### **Medical or Other Emergency**

- Access roads will be kept clear.
- Signage will identify emergency entrance/exit.
- Staff will guide emergency vehicles.
- Athletic trainer will be on site, assisted by trained staff as needed and when available.
- Staff will assist with crowd control.

**Communication**

- Bull horns will be stored in the concession stand and press box and used only in emergency situations.
- Key staff on duty will have two-way radios.
- Administration will have access to cell phones.

**Law Enforcement**

- Crawford Administration will adhere to SDUSD City Conference Blue Book, to determine when SDUSD School Police will be in attendance at events and games.
- Per SDUSD Blue Book, SDUSD school police will be in attendance at all varsity football games.

**Custodian/Groundskeeper**

- Custodian/groundskeeper will be assigned to every stadium field use activity.
- Custodian/groundskeeper will be on two-way radio.
- Each will be assigned specific duties.
- Trash will be emptied regularly during each event as needed.
- Concessions and maintenance of facilities will be supported during each event as needed.
- Game/Event set-up will take place prior to the event.