

ADDENDUM TO ELITE ACADEMIC ACADEMY COMPREHENSIVE SCHOOL SAFETY PLAN

I. Fire Safety, Refuge Shelter, and Emergency Evacuation Procedures

Effective July 1, 2026

This Addendum is incorporated into and made part of the Elite Academic Academy Comprehensive School Safety Plan and is intended to address fire safety, refuge shelter, emergency notification, and evacuation requirements under applicable California law.

Refuge Shelter Location

In the event local emergency authorities order the evacuation of an Elite Academic Academy administrative office, testing site, or school-sponsored activity location, staff, students, parents, volunteers, and visitors will relocate to a designated refuge shelter or other safe location identified by emergency responders. The specific refuge shelter location may vary depending on the nature of the emergency, road conditions, fire activity, and directives issued by local authorities.

Emergency Notification Procedures

Upon becoming aware of an emergency requiring evacuation, school personnel shall immediately contact 911 or the appropriate local emergency authorities and follow all directives issued by emergency responders.

The school shall communicate emergency information, evacuation instructions, and relocation information to affected staff, students, and families using available communication methods, including telephone, email, text message, and other emergency notification systems as appropriate.

Nonclassroom-Based Operations

Elite Academic Academy operates primarily as a nonclassroom-based independent study charter school. Students are generally not present at school facilities on a daily basis and are typically under the supervision of a parent or guardian except during school-sponsored activities, testing sessions, meetings, field trips, and other approved in-person events.

In the event an emergency occurs during a school-sponsored activity, testing session, meeting, field trip, or other in-person event, school personnel shall account for participants, follow the directions of emergency responders, and relocate participants to the designated refuge shelter or other safe location as directed by local authorities.

Fire Hazard and Evacuation Planning

The school shall periodically review whether any administrative office, testing site, or regularly utilized facility is located within a High or Very High Fire Hazard Severity Zone as designated by the California Office of the State Fire Marshal.

If a school facility is determined to be located within a High or Very High Fire Hazard Severity Zone and is otherwise subject to applicable statutory requirements, the school shall maintain appropriate communication and evacuation procedures to facilitate the safe evacuation of staff, students, and visitors during wildfire-related emergencies.

This Addendum shall remain in effect unless amended or superseded by a subsequent revision to the Comprehensive School Safety Plan.

II. Student Protection, Supervision, and Child Abuse Prevention

Elite Academic Academy is committed to providing a safe educational environment and protecting students from child abuse, neglect, exploitation, and sexual misconduct.

Because Elite Academic Academy operates primarily as a nonclassroom-based independent study charter school, students are generally under the supervision of a parent or guardian except during school-sponsored activities, assessments, meetings, field trips, and other approved events.

To promote student safety, the school shall:

- Require employees to complete mandated reporter training and comply with all child abuse reporting requirements.
- Maintain policies regarding professional boundaries and appropriate interactions between students and adults.
- Require appropriate background clearance, including LiveScan clearance when required by law or school policy.
- Require that Learning Period Meetings occurring without a parent or guardian present be conducted in public locations.

- Maintain appropriate supervision ratios during school-sponsored events and activities.
- Promptly investigate and respond to allegations involving student safety, abuse, neglect, exploitation, or sexual misconduct in accordance with applicable law and school policy.
- Cooperate with law enforcement, child welfare agencies, and other governmental entities responsible for investigating allegations of abuse, neglect, or sex offenses.

Any employee, volunteer, contractor, or other individual who becomes aware of conduct that may threaten the safety or welfare of a student shall immediately report the concern in accordance with the school's Mandated Reporter procedures and applicable law.

Approved by CEO, Ms. Ashlea Kirkland-Haynes: _____

Date: _____