

## School Risk Management Plan (SRMP) Charter School Information Sheet

According to legislation (NCGS 115C-218.75) (b) School Risk Management Plan. – Each charter school, in coordination with local law enforcement and emergency management agencies, is encouraged to adopt a School Risk Management Plan (SRMP) relating to incidents of school violence. In constructing and maintaining these plans, charter schools may utilize the School Risk and Response Management System (SRRMS) established pursuant to G.S. 115C-105.49A. These plans are not considered a public record as the term "public record" is defined under G.S. 132-1 and are not subject to inspection and examination under G.S. 132-6. **Charter schools are encouraged to provide schematic diagrams and keys to the main entrance of school facilities to local law enforcement agencies, in addition to implementing G.S. 115C-105.52.**

### Steps to follow to use SRMP

- Must submit the schematics/blueprints of the school to Emergency Management. The point of contact there is Mahmood Hasan, his email is Mahmood.hasan@ncdps.gov
- The schematics/blueprints should be in an exported PDF or from auto CAD.
- After the schematics are in the SRMP system then you can get access to work on your plan.
- To get access you will need a NCID, you can obtain one through your school or the NCID website. <https://ncid.nc.gov/>
- If you need to find your administrator for NCID, open webpage, click Need Help, scroll down to "Administrator Contacts", look for "Charter Schools", select your school. Contact the person responsible for the NCID at your school.
- You then provide Karen Everett karen.everett@dpi.nc.gov with your NCID and she can add you as an author, contributor, or District Administrator of your school.
- Then you work on completing your plan, you can attend training to better understand how to use the SRMP. All training information is emailed to the Safety Contacts listed on the listserv.