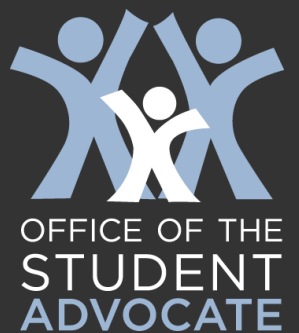


# SAFE PASSAGE COMMUNITY RESOURCE TOOLKIT



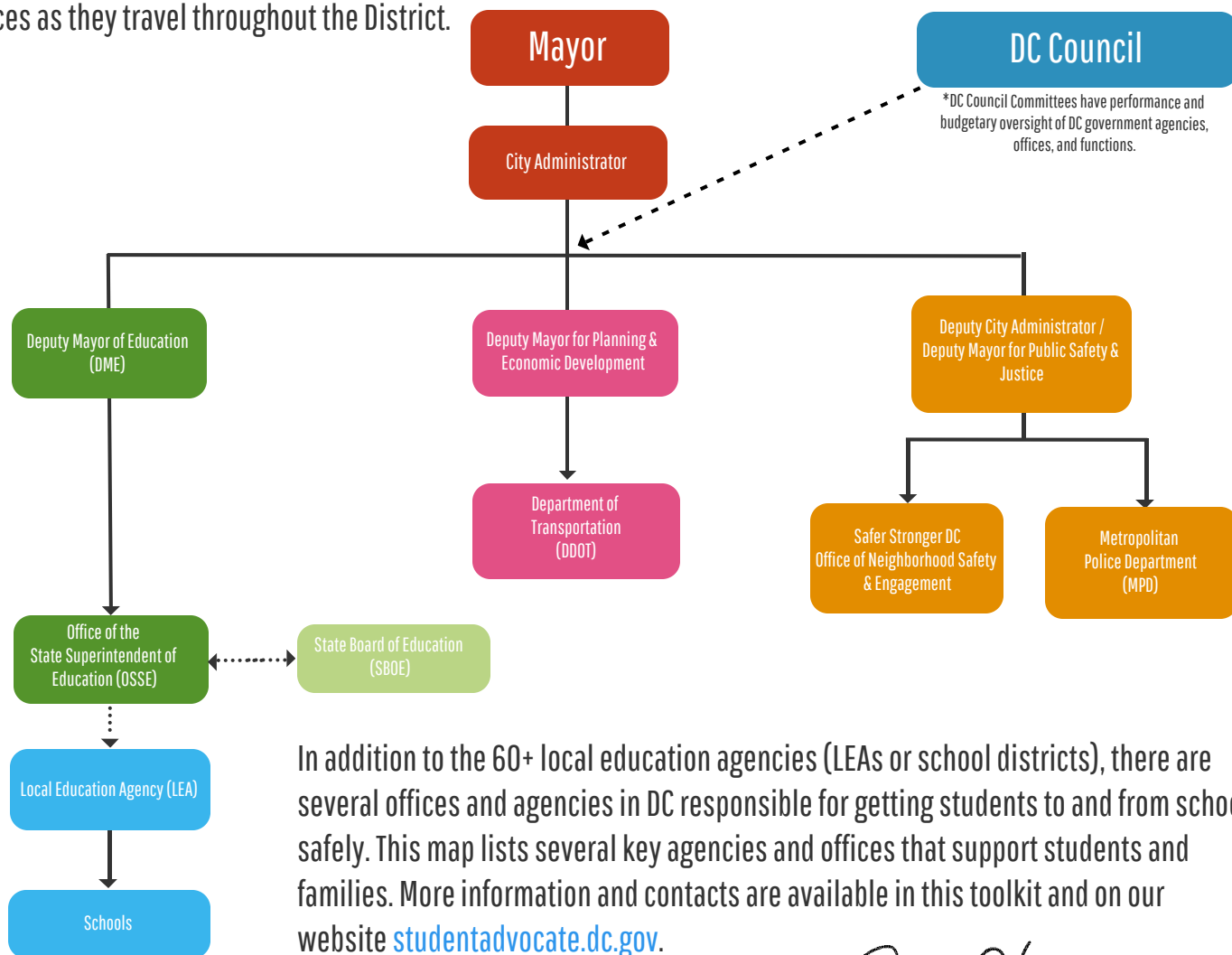
This Toolkit Can Help. Start Here. 

[studentadvocate.dc.gov](http://studentadvocate.dc.gov) | 202.741.4692



The Office of the Student Advocate is committed to ensuring that all families are able to navigate public education in the District of Columbia. Knowledge of and access to our public education system should not be limited or restricted by race, economic status, language, mobility, or awareness of how our government structures work.

School safety and the safe passage for our students – as they travel to, through, and from school each day – is paramount, yet our students deal with a myriad of issues regarding their safety on almost a daily basis. While we are fortunate to be resource-rich in the District of Columbia, families are not always aware of available resources thus creating additional barriers to access. This toolkit is a collection of helpful resources focused on student safety and safe passage tips, tools, curricula, and national best practices. This resource is designed to support the needs of students, families, and educators. It is our hope that by placing all of this information in one helpful toolkit, students, families, and educators will have access to vital resources and supports in order promote the safety of our students in all spaces as they travel throughout the District.



In addition to the 60+ local education agencies (LEAs or school districts), there are several offices and agencies in DC responsible for getting students to and from school safely. This map lists several key agencies and offices that support students and families. More information and contacts are available in this toolkit and on our website [studentadvocate.dc.gov](https://studentadvocate.dc.gov).

Faith Gibson Hubbard  
Chief Student Advocate



# SAFE PASSAGE TOOLKIT



The toolkit is organized into 6 sections based on the 6 E's prescribed by the National Safe Routes to School in order to utilize a comprehensive, integrated approach:

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DISTRICT & REGIONAL RESOURCES:

WMATA, Kids Ride Free, and other DC supports and contacts

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EDUCATION: Inform students, families, and community members about safety.

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ENCOURAGEMENT: Use events and activities to promote safe practices.

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ENGINEERING: Implement physical improvements to streetscape.

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ENFORCEMENT: Partner with local law to address traffic and crime issues.

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EVALUATION: Assess success and identify unintended consequences or opportunities.

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EQUITY: Create access to opportunities and ensure equitable outcomes for everyone.

The toolkit provides resources for parents and caregivers to discuss issues of safety and transportation with their children. It also offers lesson plans and curriculum resources for educators to embed safety practices inside and outside of the classroom. The toolkit even includes strategies for reaching out to neighbors and community members to collaboratively make our spaces more safe and welcoming.



# DISTRICT & REGIONAL

## Locally-led initiatives & resources supporting safe passage.



### [Kids Ride Free](#)

The Kids Ride Free program allows students to ride for free on Metrobus, DC Circulator, and Metrorail within the District of Columbia to get to school and school-related activities.

DDOT-District Department of Transportation School Transit Office  
(202) 673-1740 or  
visit [kidsridefree.dc.gov](https://kidsridefree.dc.gov)

[Kids Ride Free Frequently Asked Questions](#)

WMATA  
[Safety and Security Tips](#)



### [School Safety & Safe Passage](#)

The Deputy Mayor for Education is targeting six areas across the District for coordinate supports and resources.

[Safe Passage Interactive Map](#)

The Deputy Mayor for Public Safety & Justice provides guidance, support, and coordination to DC public safety agencies and leads interagency public safety initiatives to improve the quality of life for DC neighborhoods and its residents.

[Safer Stronger DC](#)  
[Office of Neighborhood Safety & Engagement](#)  
(202) 807-0440



### [DDOT Safety Programs & Data](#)

The District Department of Transportation promotes the safety of the commuting public by offering safety programs and information to District residents.

[DC SafeRoutes](#)

[goDCgo](#)

[Vision Zero](#)

[DC School Crossing Guards](#)

[DDOT On Your Street](#)

[Mass Transit in DC](#)

# DISTRICT & REGIONAL

## Locally-led initiatives & resources supporting safe passage.



### **School Based Resources**

DCPS [Office of School Security](#) works with other agencies to make sure that schools provide a physically safe environment for learning. Their goal is to prevent criminal activity in and around schools, to investigate incidents, and to coordinate an effective response to serious misbehavior or crime.

[DCPS Grievance](#)  
[DCPS Office of Integrity](#)

DC Public Charter School Board offers a [Find a School Tool](#) that allows you to visit individual Charters website and view their school safety policies.



### **Metropolitan Police Department School Safety**

This resource focuses on the following topics:

- (1) City Curfew Law;
- (2) Going Back to School;
- (3) School Bus Safety;
- (4) Walking to School Safely;
- (5) Truancy Enforcement; and,
- (6) additional School Safety Resources

[MPD School Resource Officers](#)

[MPD Youth Outreach](#)



### **Man The Block**

Man The Block Safe Passage Program promotes Safe Passage for all students in the District of Columbia through coordinated and collaborative efforts of schools, city government, civic organizations, and whole communities.

[Organizing Toolkit](#)

# EDUCATION

Inform students, families, and community members about safety and transportation.



## [Active Transportation Alliance: Teacher Resources](#)

These resources can be used in the classroom, in before- and after-school programs, and within the community to promote physical health and protect the environment through sustainable transportation. The lesson plans across age groups and subjects provide opportunities for children to engage in healthy and safe physical activities and to learn how to make transportation choices that are both environmentally sustainable and economically smart.



## [Active Transportation Alliance: Workshops, Training's, and Presentations](#)

Active Transportation Alliance offers workshops, training, and presentations that empower community members to be supporters of active transportation. These include:

- Bicycle Safety Education Courses
- Professional Development Opportunities
- School Policy



## [Bikeology: A middle and high school bicycle safety curriculum](#)

This curriculum is aligned with the National Standards for K12 Physical Education and includes comprehensive lesson plans, activities, and assessments for the skills and knowledge teens and pre-teens need to enjoy a lifetime of safe bicycling.



# EDUCATION

Inform students, families, and community members about safety and transportation.



## **Bikeology: Parent Section** **(what every parent should know)**

Developed by the American Alliance for Health, Physical Education, Recreation, and Dance and National Highway Traffic Safety Association  
This resource includes 12 individual tip sheets, including:

- Sharing the road,
- Distracted walking,
- Bicycling,
- Driving
- Defensive walking or bicycling

The tip sheets reinforce learning and encourage parents to be “Roll Models” by always demonstrating safe behaviors when walking, bicycling, and driving.



## **Child Pedestrian Safety Curriculum:**

Prepared by the National Highway Traffic Safety Administration

This resource teaches and encourages pedestrian safety for students in grade K-5. The age ranges are divided into 3 smaller groups (K-1, 2-3, and 4-5) and include appropriate lessons plans, assessment guides, student response forms, and tip sheets in English and Spanish for each age range. The curriculum is organized into 5 lessons: \* Walking near traffic \* Crossing streets \* Crossing intersections \* Parking lot safety \* School bus safety



## **Marin County Safe Routes to School: Safety Curriculum**

Developed by the Transportation Authority of Marin

Lesson plans are age-specific and indicate objectives, materials needed, lesson length, and provide step-by-step instructions. Lessons include:

- Stop! Look! Listen! (2nd Grade)
- Bicycle Rodeo (4th grade)
- Outdoor Bike Drills (6th grade)

# EDUCATION

Inform students, families, and community members about safety and transportation.



## Messaging for Children

Prepared by the National Center for Safe Routes to School

This resources includes:

- Pedestrian Safety Skills
- Bicyclist Safety Skills
- Personal Safety (effects of criminal activity)
- Health/Environment Benefits (link physical activity to personal health)



## Messaging for Neighbors

Prepared by the National Center for Safe Routes to School

These include:

- Keeping sidewalks clear
- Pruning plants and shrubs to enhance visibility
- Keeping unleashed pets off the route.



## Messaging for Parents

Prepared by the National Center for Safe Routes to School

This resource focuses on parent roles as teachers/role models, as drivers on campus during drop-off/pick-up, and drivers near schools



# EDUCATION

Inform students, families, and community members about safety and transportation.



## Strategies for Educating Children

Prepared by the National Center for Safe Routes to School

This resource includes:

- One-time Instruction
- Classroom or Physical Education Lessons
- Lessons integrated into classroom subjects
- Parent Involvement, Structured Skills Practice
- Bicycle Rodeo
- Bicycle Safety Training



## Strategies for Reaching Neighbors

Prepared by the National Center for Safe Routes to School

These include:

- Attending neighborhood group meetings
- \*Hosting an “open house”
- Installing informational signs in highly visible locations
- Distributing flyers to homes near the school or mailing flyers home (alongside bills)



## Strategies for Reaching Parents

Prepared by the National Center for Safe Routes to School

This resource includes:

- Communication (printing materials sent home, school websites, emails)
- Enforcement strategies (signs, pavement markings, notices, educational flyers)
- Media stories \* Training classes

# EDUCATION

Inform students, families, and community members about safety and transportation.



## Teaching Children to Walk Safely as They Grow and Develop

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This guide is intended to help parents and caregivers match their guidance and expectations with their children's development and abilities at ages 4-6, 7-9, and 10+:

- Understanding how children develop and learn pedestrian skills
- Resources for helping children learn pedestrian safety skills



## Walk Bike to School: Classroom Resources and Handouts

Prepared by the National Center for Safe Routes to School

This resource provides ideas about how to incorporate walking and biking themes into various school subjects, including:

- Art or Computer
- History/Social Sciences
- Health/Physical Ed
- English
- Mathematics



## Walk Bike to School: Curricula

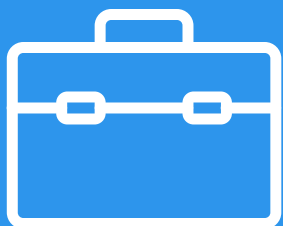
Prepared by the National Center for Safe Routes to School

This resource includes curricula from several organizations, including:

- American Alliance for Health, Physical Education, Recreation, and Dance
- National Highway Traffic Safety Association
- Kentucky DOT
- Maryland Highway Safety Office
- Nebraska Department of Roads
- Marin County Bicycle Coalition

# ENCOURAGEMENT

Use events and activities  
to promote safe practices.



## Active Schools Toolkit

Developed by the Wisconsin Department of Public

This guide outlines strategies to creating an Active School:

- School Physical Instruction Education Class Time Strategies
- Physical Activity as Part of the School Day Strategies
- School-related Physical Activity Outside the School Day Strategies
- Recreation Program Strategies
- Transportation-Related Physical Activity Strategies
- Walkable and Bikable Neighborhood Strategies



## Lemon Grove Kids Walk and Roll to School Toolkit

Developed by the Lemon Grove Safe Routes to School Program

This comprehensive toolkit outlines how to implement a program using all of the six E's, including:

- Safety Awareness Campaign
- Walk/Bike To School Groups and Activities
- Student Safety Patrol
- Parent Suggested Maps
- Evaluation Tools
- Community Support
- Recruitment and Engagement
- Empowerment



## Marin County Safe Routes to School: Go Green! Challenge Teacher Instructions

The Go Green! Challenge is a classroom competition that encourages children to find a Green Way to School. Resources include step-by-step instructions for teachers to implement the program within their classrooms as well as instructions for team leaders to support the program.

# ENCOURAGEMENT

Use events and activities  
to promote safe practices.



## [Let's Walk to School Together!: A Walking School Bus Training Manual for Safe Routes to School Programs](#)

Developed by the Los Angeles County Department of Public Health

This comprehensive guide provides thorough background information as well as explicit directions for planning a program in phases:

- Phase 1: Establish a relationship with school staff and parents
- Phase 2: Establish a Walking School Bus Committee
- Phase 3: Establish roles and responsibilities of volunteers
- Phase 4: Recruit Walking School Bus program participants
- Phase 5: Train Walking School Bus leaders and volunteers
- Phase 6: Launch your Walking School Bus!



## [Marin County Safe Routes to School: Green Ways to School](#)

Organized by Transportation Authority of Marin

This resource features activities such as the Go for the Green Challenge, which is a classroom competition that encourages children to find a Green Way to School.



# ENCOURAGEMENT

Use events and activities  
to promote safe practices.



## Marin County Safe Routes to School: Walk and Roll Wednesdays

Organized by Transportation Authority  
of Marin

The program's aspiration is to embed  
a regular weekly green travel day at  
every school in Marin County. The  
mission is to make green travel a daily  
habit for this generation of children  
by encouraging them at a young age to  
use their feet to get places.



## Mileage Clubs and Contests

Developed by the Pedestrian and  
Bicycle Information Center (PBIC)

Children are able to track  
the amount of miles they walk  
or bicycle and get a small gift or  
a chance to win a prize after a certain  
mileage goal is reached.



## "Safe Out the Door" by All- Ohio Show Choir

Organized by the Ohio Department of  
Transportation (ODOT)

This resource was created in  
support of ODOT's  
comprehensive, statewide Safe  
Routes to School campaign to  
educate Ohio's 1.2 million K-8  
students, their families, teachers,  
and school officials on  
appropriate safety practices for  
walking and biking to school.

This campaign is called "Every  
Move You Make, Keep it Safe."

# ENCOURAGEMENT

Use events and activities  
to promote safe practices.



## [Virginia DOT Crossing Guard Appreciation Day](#)

Prepared by Virginia Department of Transportation

This resource provides ideas including ways to say heart-felt thank yous, promoting the work of the crossing guards, and ways to support their work.



## [Virginia DOT Event Ideas](#)

Prepared by Virginia Department of Transportation

This resource provides event ideas including:

- Welcome celebrations
- Inviting parents for coffee or breakfast
- Organizing walks at school or neighborhood walkabouts
- Planning assemblies/ contests



## [Walking School Bus: A guide for parents and teachers](#)

Developed by the Australian Government Department of the Environment and Heritage Australian Greenhouse Office

This guide outlines benefits of the Walking School Bus, how to join or start a program, and promote a program.

# ENCOURAGEMENT

Use events and activities  
to promote safe practices.



## [Walking School Bus: Training Guidebook](#)

Prepared by Alta Planning + Design for the  
Santa Clarita Safe Routes to School  
Program

This guidebook outlines how to establish a  
Walking School Bus program:

- Identifying Program Partners
- Identifying Program Need
- Finding Route Leaders
- Planning Routes
- Logistics and Communication
- Establishing a Pilot Program
- Funding Strategies
- Creative Solutions to Common Problems
- Helpful Resources



## [Walking School Bus: Coordinator's Guide](#)

Developed by the New Zealand  
Transport Agency

This guide outlines how to set up a  
Walking School Bus, how to keep the  
network going, and how to engage  
with parents/caregivers

# ENGINEERING

Implement physical improvements to streetscape.



## Adult School Crossing Guard Guidelines

This resource outlines guidelines for a School Crossing Guard program, including:

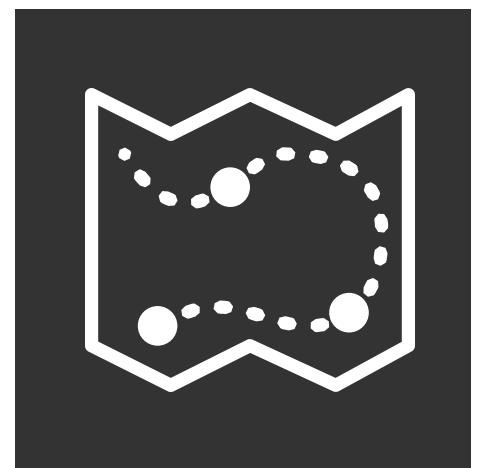
- Role of the Adult Crossing Guard
- Elements of a Crossing Guard Program
- Identifying the Locations where Adult School Crossing Guards are needed
- Hiring and Training Adult School Crossing Guards
- Funding the Adult School Crossing Guard Program
- Crossing Procedures for a Variety of Situations



## Complete Streets

Complete Streets is a nationwide movement integrating people and places in the planning, design, construction, operation, and maintenance of transportation networks.

The Coalition promotes the development and implementation of policies and professional practices that ensure that streets are safe for people of all ages and abilities, balance the needs of different modes, and support local land uses, economies, cultures, and natural environments.



## Guiding Principles for Applying Safe Routes to School Engineering Solutions

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource outlines the best practices and major guidelines for effectively engineering safe routes.



# ENGINEERING

Implement physical improvements to streetscape.



## Selecting School Bus Stop Locations

This resource provides guidelines for selecting bus stops that reflect a priority of safety for students getting to and from bus stops and while waiting for their buses.

The primary goals are to provide school bus transportation professionals with information they will find useful in developing new policies or revising existing policies and procedures for selecting school bus stops.

Another goal is to encourage districts to establish policies that provide the safest school bus stops possible, within existing constraints.



## Student Drop-Off and Pick-up Tools

These resources include:

- Curb stripping and other pavement markings
- Signage
- Separating motor vehicles from pedestrians and bicyclists
- Adding a drop-off and pick-up lane
- Assistants to help students exit and enter motor vehicles
- Adding an off-site queuing lane
- Temporary street closure and one-way street
- Frequent reminders using school announcements and newsletters
- Monitoring and enforcement

# ENFORCEMENT

Partner with local law to address traffic and crime issues.



## The Law Enforcement Approach

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

The Law Enforcement Approach includes:

- Traffic Enforcement Specialists in traffic hot-spots
- Communication Action Officers (CAOs)/Precinct Officers focused on specific areas
- School Resource Officers (SROs)

The Law Enforcement Methods include:

- Speed Trailers
- Active Speed Monitors
- Traffic Complaint Hotlines
- Photo Enforcement
- 'Pedestrian Decoy' operations
- Progressive Ticketing
- Speed Enforcement in School Zones



## The Community Enforcement Approach

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource includes:

- Involving school and community members, such as kids serving as safety patrol members during drop-off/pick-up at schools
- Adult school crossing guards
- Neighborhood speed watch programs, which can provide opportunities to educate drivers about their driving speeds.



## National Safe Routes to School Program Promotes Role for Law Enforcement

Developed by the National Highway Traffic Safety Administration and the National Center for Safe Routes to School

This website resource outlines ways to get involved as:

- Law Enforcement Executives
- School Resource Officers
- Patrol/Traffic Safety Officers
- Bike Officers
- Community Policing Officers
- Training Officers

# EVALUATION

Assess success and identify unintended consequences or opportunities.

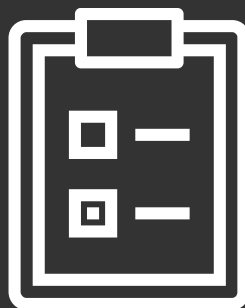


## Walkability Checklist

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource provides a comprehensive checklist to determine the walkability of a community, identify problems, and ways to solve the problems.

[Disponible en Español](#)



## Ways to Collect Information

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource outlines guidelines and ways to collect information:

- Tallies/Counts
- Surveys/Questionnaires
- Observations/Audits
- Interviews
- Existing Data Sources



## Working With an Evaluation Specialist

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource outlines the role of a Specialist and how to find one.

The recommendation is through local colleges or universities.

# EVALUATION

Assess success and identify unintended consequences or opportunities.



## Options for Evaluation

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource outlines evaluation standard and basic methods for programs to consider.



## School Travel Planning: Walkabout Instruction and Checklist

Prepared by Active and Safe Routes to School

This comprehensive resource outlines how to organize and execute a Walkabout:

- Walkability Timing: approximately 2.5 hours for walking tour and debrief
- Participants
- Checklist for at the school site and areas surrounding the school site
- Sample Email Announcement



## The Art of Appropriate Evaluation: Getting Help

Prepared by the National Highway Traffic Administration

This resource outlines the role of a Specialist and how to find one through a provided Link to Sources.

It also discusses the importance of preparing a clear statement of work with specific tasks to be completed, a description of all deliverables, and a schedule for completion before beginning work with an evaluator.



# EVALUATION

Assess success and identify unintended consequences or opportunities.



## Bikeability Checklist

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource provides a comprehensive checklist to determine the bikeability of a community, identify problems, and ways to solve the problems.

[Disponible en Español](#)



## Common Evaluation Designs

Prepared by the Pedestrian and Bicycle Information Center (PBIC)

This resource outlines characteristics of common evaluation designs, including:  
Randomized trial

- Pre and Post One-Sample Tests
- Pre and Post Two (or more)-Sample Tests
- Time-Series Design



## Online Data System: Data Collection

The online Data System provides tools to collect, enter, update, view, and summarize data from standardized forms.

The Data System can aggregate these types of reports based on surveys:

- 1) one school at one time period (ex: Student Travel Tallies for May 2011)
  - 2) one school at two time periods (determine statistically significant change)
  - 3) aggregated report (data collected during the same season for all SRTS schools)
- Login required

# EQUITY

Create access to opportunities and ensure equitable outcomes for everyone.

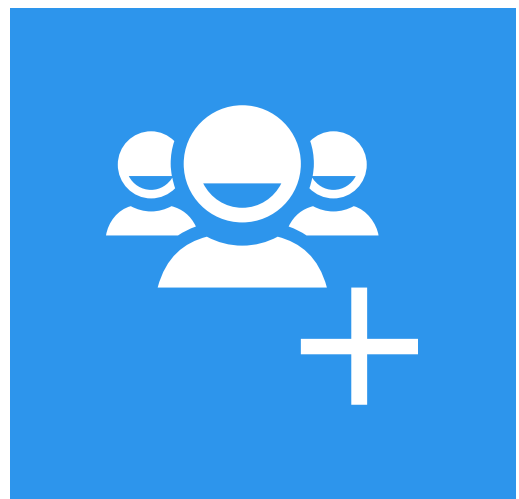


## Best and Promising Practices to Address Violence and Personal Safety in Safe Routes to School Programs

Prepared by the Urban Peace Program at the Advancement Project

This resource includes:

- Practices to Address Violence and Safety in Schools: Violence prevention and reduction strategies
- Belmont School Safe Passages Initiative: Collaborative Community Approach
- Safe Routes to School in Watts: Community Safety Scorecards



## Involving Students with Disabilities

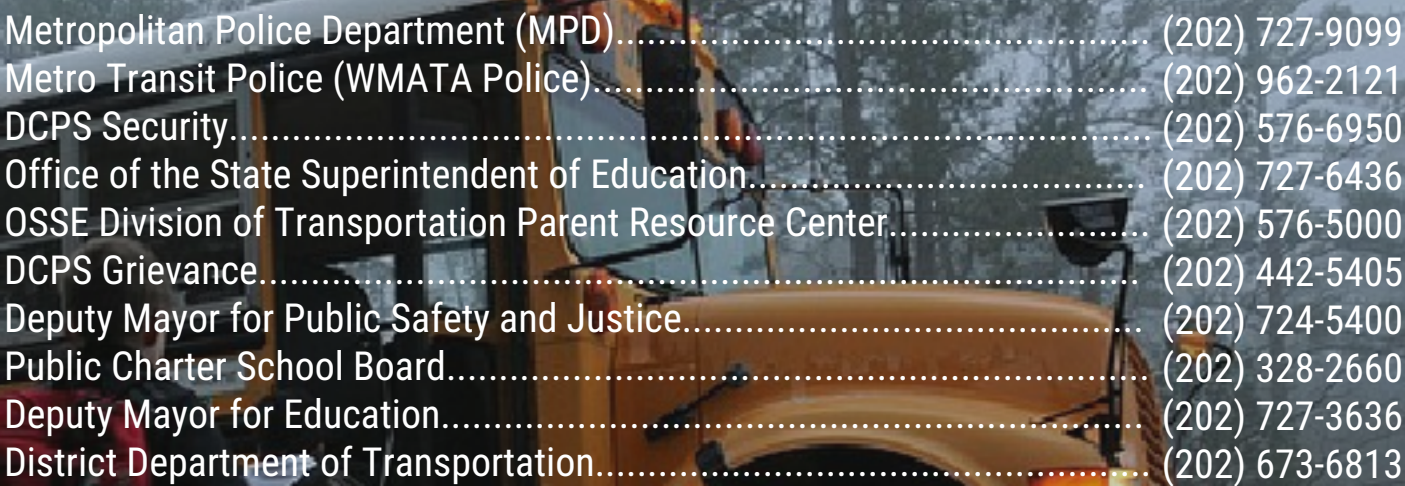
Prepared by the National Center for Safe Routes to School

This resource includes:

- A Primer on Special Education in the U.S.
- Strategies for Creating Inclusive SRTS Programs
- Implementation Activities/Programs such as Walk/Bike to School Day and Everyone Can Participate in Sports Day



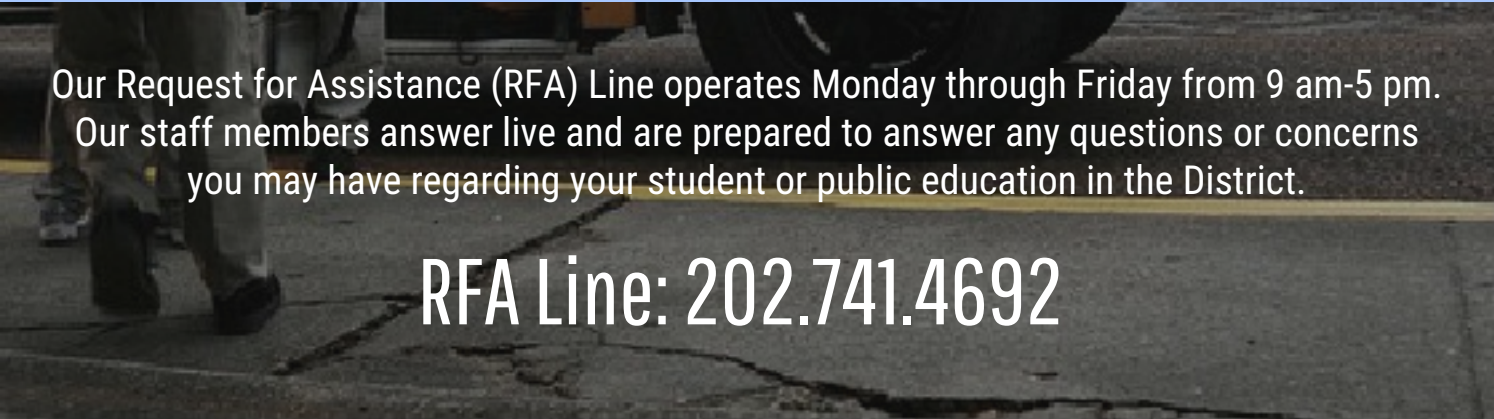
## Numbers to Know



Metropolitan Police Department (MPD).....	(202) 727-9099
Metro Transit Police (WMATA Police).....	(202) 962-2121
DCPS Security.....	(202) 576-6950
Office of the State Superintendent of Education.....	(202) 727-6436
OSSE Division of Transportation Parent Resource Center.....	(202) 576-5000
DCPS Grievance.....	(202) 442-5405
Deputy Mayor for Public Safety and Justice.....	(202) 724-5400
Public Charter School Board.....	(202) 328-2660
Deputy Mayor for Education.....	(202) 727-3636
District Department of Transportation.....	(202) 673-6813



## Need to give us a call for immediate assistance?



Our Request for Assistance (RFA) Line operates Monday through Friday from 9 am-5 pm. Our staff members answer live and are prepared to answer any questions or concerns you may have regarding your student or public education in the District.

**RFA Line: 202.741.4692**

The Office of the Student Advocate was established by the Council of the District of Columbia through the Parent and Student Empowerment Act of 2013 . The office provides guidance and resource supports for families in order to assist them in navigating our complex system of public education in DC.

For more information, visit [studentadvocate.dc.gov](https://studentadvocate.dc.gov).

The Office of the Student Advocate is an independent office housed within the DC State Board of Education.