



S2SS Lead Roles and Responsibilities

In 2018, the General Assembly passed Act 44 mandating the establishment and use of the “*Safe2Say Something*” (S2SS) *Anonymous Reporting System* by every Pennsylvania school entity by Jan. 14, 2019.

S2SS is a life-saving and life-changing school safety program that teaches students, educators and administrators how: (1) to recognize the signs and signals of individuals who may be at risk of hurting themselves or others and (2) to anonymously report this information through the S2SS app, website or 24/7 Crisis Center (please see the S2SS Overview for more details).

To launch the program in every district, charter school, cyber charter school, private school, nonpublic school, intermediary unit and/or area vocational-technical school in Pennsylvania, each district, charter school, intermediary unit, parochial school and/or technical school must establish a S2SS Lead. The following outlines the roles and responsibilities of this S2SS Lead:

- Be the key contact and champion of the program for your district, charter school, cyber charter school, private school, nonpublic school, intermediary unit and/or area vocational-technical school – any and all communication and actions needed will flow through you on any S2SS issues.
- Attend a mandatory webinar kickoff meeting introducing all S2SS Leads from across the state to the S2SS program.
- Coordinate the establishment of a 3-5 member team who will have the responsibility to receive and act upon tips.
- Provide (or confirm where information can be gathered) the name, address and contact information at all schools in their district, as well as the name, address and contact information for the 3-5 team members. Confirm the overall “contacts” setup of the S2SS platform.
- Lead and facilitate discussion with your local county 911 dispatch to outline and fully understand how you will work together when a “life safety” tip is received within your district, charter school, cyber charter school, private school, nonpublic school, intermediary unit and/or area vocational-technical school.
- Coordinate the registration and attendance of the 3-5 member team to one external two-hour training session to learn how to use the S2SS platform.
- Help and encourage your 3-5 member team to practice and play with the S2SS program prior to launch to ensure comfort level in accessing and viewing tips.
- Communicate and coordinate the final “test” of the system for your 3-5 member team prior to launch.
- Coordinate the training across the district for the students via an interactive training video, the downloading of materials to self-lead and/or direct S2SS-certified trainers.

- Help maintain and sustain the program, post-launch through partnership, with Sandy Hook Promise local coordinators who will support the efforts of the S2SS Lead. This support includes technical support, helping with in-school awareness and (re)training of new administrators and the incoming class of students.