

ECA

BUILDINGS AND GROUNDS SECURITY

Security should mean not only maintenance of a secure (locked) building but protection from fire hazards and faulty equipment and safe practices in the use of electrical, plumbing, and heating equipment. The Board requires and encourages close cooperation with local police and fire departments and with insurance company inspectors.

The Board authorizes the Superintendent to limit trespassing on school property between ½ hour after sunset and ½ hour before sunrise. The school properties will be posted no trespassing during these hours, except for school related events. The Superintendent can waive this requirement at the request of the public or school personnel.

Records and funds shall be deposited in a safe place and under lock and key when required.

Access to school buildings and grounds outside of regular school hours shall be limited to personnel whose work requires it. An adequate key control system shall be established which will limit access to buildings to authorized personnel and will safeguard against the potential of entrance to buildings by keys in the hands of unauthorized persons.

School buildings shall be closed and locked after the last school activity has concluded in the afternoon except in those instances when there is continuous activity into the evening, in which case securing of the building shall be accomplished at the conclusion of such activity.

A building being used by an authorized school or community group in the evening or on non-school days, shall be opened for such activity and secured again after its conclusion.

No unauthorized person or group shall be granted access to a secured building by any employee. Authorization may be granted only by the School Board, by the Superintendent of Schools and his/her staff, and by the principal of the school.

Protective devices designed to use as safeguards against illegal entry and vandalism shall be installed when appropriate to the individual situation.

The building principal is responsible for enforcing this policy.

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Board Review/Approved:	November 13, 2008