

## **BUILDINGS AND GROUNDS SECURITY**

Measures will be taken by the district and school administrations to secure buildings and grounds against trespass.

The Board of Education encourages the public to make use of the district's facilities during hours when these facilities are available for public use. However, when a school facility is closed for the night, school grounds are to be considered closed to the public.

School personnel have authority to notify the police in instances of trespassing, illegal entry, theft of school property, and vandalism.

### ***Access to Buildings***

The Superintendent of Schools shall be authorized to devise a system in conjunction with the department supervisors to allow limited access to buildings. This system shall be reviewed regularly and where there are issues of the privileges, it shall be revoked.

Keys for the school building shall only be given to authorized personnel or on an as needed basis as a loan. In order to maintain an appropriate level of security regarding the districts buildings, the distribution of keys to the school buildings shall be restricted to the following individuals:

- ☐ Superintendent
- ☐ Director of Facilities
- ☐ Custodians
- ☐ Transportation Supervisor
- ☐ Secretary
- ☐ District Treasurer
- ☐ CSE Chairperson

If circumstances arise in which a particular individual is forbidden to come to school grounds or certain restrictions placed for supervisory purposes, the local police authorities shall be notified.

**a\*d**