

Reference: ECAF, ECA-R

DISTRICT SECURITY

The Superintendent, or their designee, shall develop and maintain District Security Procedures which will ensure the safety and security of all students, staff and visitors to District property and to safeguard District buildings, grounds, and equipment. District Security shall be reviewed annually and any changes should be made to either *Policy ECA-R District Security Procedures* or *Policy ECAF - Use of Cameras on School Buses* and submitted to the BOE for review.

The District Security Procedures will establish protocol for staff/visitor/contractor identification, building occupancy accountability, access control both during and after the school day, portable classroom access, school dismissal procedures, key control, alarm codes, access control system programming and video surveillance.

School principals shall be responsible for implementing the District Security Procedures for their buildings. Non-instructional buildings shall each have a staff member designated as the building safety coordinator. Procedures for use of cameras on school buses will use established protocol for the utilization of security surveillance as well as the recording, storage and saving of media. The District Transportation Director shall be responsible for implementing the Use of Cameras on School Buses procedure with the transportation provider.

Both the initial version and updates to *Policy ECA-R District Security Procedures* and *Policy ECAF - Use of Cameras on School Buses* will be reviewed and approved by the Board of Education.

Board Approved: 04/12/2010
 05/08/2017