



Security Administrative Procedure 6.60

6.0 Facilities

Board Governance Policy Cross Reference: 1, 2, 3, 4, 12, 13, 17

Legal Reference:

Date Adopted: September 1994

Date Amended: March 2016, December 2024

Buildings and Grounds Security

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 persons and will safeguard against the potential of entrance to buildings by access system in hands of unauthorized persons.

Records shall be kept in a safe place and funds shall be kept in the school safe or removed from the school.

Employment of security personnel may be approved in special situations such as Halloween.

Security Systems

The Buildings Supervisor shall be responsible for assignment of Security Access Codes. Security Access Codes are to be utilized only by those people to whom they have been assigned.