

Approved by K-12 Board action #11-49, October 16, 2011

Each School Board will approve a site specific **Safety and Security Plan** and it shall be responsible for implementation and compliance. This policy and the **Safety and Security Plan** prepared by the school are designed to promote the safety of the school's employees, students, volunteers and visitors. The plan will include provisions for the following areas:

	Domain	Standard
1	<b>Controlled Entry to Campus Buildings</b>	Locked external doors and controlled admittance during "in session days".
2	<b>Personnel Accounting</b>	The ability to account for every person in the event of an emergency. Class lists with contact information for each student is to be available to administration during an incident.
3	<b>Safety Information</b>	Communicate safety information using clear signage and the school handbook. Emergency skills will be regularly taught and reinforced.
4	<b>Response Systems</b>	Individuals will be designated to maintain alarms, locks, and emergency communications.

A template is available to assist in preparing the school's **Safety and Security Plan**.