

STUDENT SAFETY  
(Safety Plan)

The ability to identify and monitor strangers and/or visitors in and around school property is critical in light of the increasing number of instances of violence and other wrongdoing in schools.

Limit the ingress and egress of each school to one central door, preferably the door nearest to the Principal's Office.

All of the exterior doors to the buildings are locked throughout the school day.

There should be only one centrally-located door, during the day, which leads directly to the main office. It is District practice to have an unobstructed view of that door from the office (i.e., windows or a glass wall with a view of the front door) so that district personnel can visually monitor and determine who enters the building at all times. All visitors must enter through that door and are required to sign-in at the office upon arrival. They should identify themselves and the reason for their visit, and that information will be recorded. Visitors will remain in the Office until the person they are visiting comes to receive them. If they are found to have a legitimate purpose for visiting the school, they will be issued a dated adhesive visitor's identification badge which must be returned to the Principal's Office when they leave. (Approved classroom volunteers are exempt)

Students leaving the building for field trips will be given wrist bands with their name, school, and District contact person (someone not on the trip). Chaperones will carry xerox copies of emergency medical forms for students leaving the District for games, field trips, etc.

Adopted: August 18, 1999