

SECURITY

It is the Board's responsibility to provide a secure environment for all pupils and employees of this district. It assumes the responsibility for the security of pupils and district employees while they are on and in the facilities provided in furtherance of the district's educational goals and objectives.

Buildings constitute one of the greatest investments of the school system. It is in the best interest of pupils and the taxpayers to protect that investment adequately.

Security means more than having locks and being sure that they are locked at the proper times. Security also means the following:

- A. Minimizing fire hazards
- B. Reducing the probability of faulty equipment
- C. Guarding against the chance of faulty equipment
- D. Keeping records and funds in a safe place
- E. Protection against vandalism and burglary
- F. Careful monitoring of all Internet and e-mail usage.

The board shall maintain close cooperation with local police and fire departments and with insurance company inspectors.

Site and Building Access

It is the responsibility of every staff member to play a part in building security and to determine the identity of any stranger in the building. All pupils should be instructed not to talk to strangers in the building and particularly not to open locked exterior doors for strangers.

Special precaution should be taken with building equipment to ensure that it is not located on window shelves and is put away each evening, out of sight, either in a closet or desk. The custodial staff will be instructed to ensure that the security alarm system in the school is operative after the building is secured.

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Site and Building Access (continued)

Destruction of school property or equipment or unauthorized removal of same should be reported at once to the principal and documented on the Vandalism and Violence Form and Substance Abuse Incident Report.

A. Keys

An adequate key control building system shall be established which will limit access to authorized personnel and safeguard against possession of keys by unauthorized persons.

B. Burglary or damage to school

The chief school administrator shall develop procedures directing any employee who discovers evidence of illegal entry or theft of district property to report it to the chief school administrator's office immediately. The chief school administrator/designee shall inform the board of the action taken. Any employee witnessing such an incident shall call the police immediately and then follow the procedures for notifying the chief school administrator's office.

Vandalism

Vandalism of school property is willful damage or defacement, whether by minors or adults. The board requests that the members of the community, pupils, staff members and the police department cooperate in discouraging and reporting such acts. The chief school administrator shall provide appropriate channels for reporting vandalism.

The chief school administrator or principal is authorized to sign complaints and press charges against those responsible for vandalism against school property.

Date: May 2, 1990

To be Implemented: July 1, 1990

Revised: January 16, 2001

Legal References:

N.J.S.A. 2A:53A

Negligence and other torts

N.J.S.A. 18A:11-1

General mandatory powers and duties

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Legal References (continued):

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NJSBA POLICY SERVICES

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N.J.S.A. 18A:17-42 Public School Safety Law
through -45
N.J.S.A. 18A:37-3 Parental liability

Cross References:

5131.5	Vandalism/violence
5142	Safety: personal and possessions
6142.10	Acceptable Use Policy
6114.1	Safe Schools and Disruptive Events Prevention

