

INDEPENDENT SCHOOL DISTRICT 719
PRIOR LAKE - SAVAGE AREA SCHOOLS**803 SECURITY OF BUILDINGS AND GROUNDS****I. PURPOSE**

It shall be the policy of this school district to provide prompt and effective action and information concerning any serious breach of building security.

II. DEFINITIONS**III. GENERAL STATEMENT OF POLICY**

Building administrators, along with the Director of Operations, are charged with developing a consistent security procedures based upon the district criteria below. It is the administration's belief that security should follow best practice, be provided in such a manner as to not cause unneeded fear on the part of students, parents or employees, while being sensitive to potential dangers. .

The building administrators, with the Director of Operations, are responsible for formulating building security procedures to meet the needs of their own building based upon general district criteria. These procedures will include the following:

1. Identification procedures for visitors and temporary employees or workers.
2. Annual training and review for all employees concerning safety and building security.
3. Keep all employees, students and parents informed with accurate information if an incident occurs.
4. Institute a locked-door program based upon the needs of a particular building.
5. Develop a reporting procedure for any unknown people walking around the building
6. Report all incidents to the local police and district administration, as needed, per district threat assessment protocols.
7. Implement any other procedures that the Director of Operations and building administrator feel to be necessary.

Each building's security procedure will be submitted to the superintendent's office annually for review, comment and approval.

School Board Adoption: August 13, 2018

An Equal Opportunity School District