

BUILDINGS AND GROUNDS SECURITY

1. The Board cooperates closely with law enforcement and fire departments, and with insurance company inspectors.
2. Security means not only maintenance of a secured (locked) building, but protection from fire hazards, faulty equipment, or unsafe practices in the use of electrical, plumbing, and heating equipment.
3. Records and funds will be kept in a safe place and under lock and key when required. Combinations to school vaults and safes will be changed each time there are changes in personnel who have had the combinations.
4. Access to school buildings outside of regular school hours will be limited to school personnel whose work requires it and to authorized groups. An adequate access control system including keys will be established limiting building access to authorized personnel and will safeguard against potential access to buildings by having keys in the hands of unauthorized persons. Groups and organizations are limited only to areas they have been authorized to be in per policy KF- KF-R.
5. School buildings will be closed and locked after the last school activity has concluded. In those instances when there is continuous activity into the evening, securing of the building will be accomplished at the conclusion of the final activity.
6. A building being used by an authorized school or community group in the evening, or on non-school days, will be opened for such activity and secured again after its conclusion.
7. In addition to this policy, the Superintendent is charged with establishing further safety and security provisions as may be necessary.
8. The Superintendent of Schools and Building Principal are responsible for enforcing this policy.
9. No unauthorized person or group will be granted access to a secured building by any employee.

Building use policies are available at the New Boston Central School office.

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