

CAMPUS SECURITY

The Superintendent or designee shall develop a campus security plan which contributes to a positive school climate, fosters social and emotional learning and student well-being, and includes strategies to:

1. Secure the campus perimeter and school facilities in order to prevent criminal activity

These strategies include a risk management analysis of each campus' security system, lighting system, and fencing. Procedures to ensure unobstructed views and eliminate blind spots caused by doorways and landscaping shall also be considered. In addition, parking lot design may be studied, including methods to discourage through traffic.

2. Secure buildings and interior spaces from outsiders and discourage trespassing

These strategies may include installing locks, requiring visitor registration, providing staff and student identification tags, and patrolling places used for congregating and loitering.

3. Discourage vandalism and graffiti

These strategies may include plans to immediately cover graffiti and implement campus beautification.

4. Control access to keys and other school inventory

5. Detect and intervene with school crime

These strategies may include creating a school watch program, increasing adult presence and supervision, establishing an anonymous crime reporting system, analyzing school crime incidents, and collaborating with local law enforcement agencies, including providing for law enforcement presence.

All staff shall receive training in building and grounds security procedures and emergency response.

Locks

All state-funded new construction and modernization projects shall include locks that allow doors to classrooms and any room with an occupancy of five or more persons to be locked from the inside. Student restrooms and doors that lock from the outside at all times are not required to have locks that can be locked from the inside. (Education Code 17075.50, 17583; 24 CCR 1010.1.9, 1010.1.11)

Keys

All keys used in a school shall be the responsibility of the principal or designee. Keys shall be issued only to authorized employees who regularly need a key in order to carry out their job responsibilities.

The principal or designee shall create a key control system with a record of each key assigned and room(s) or building(s) which the key opens.

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Keys shall never be loaned to students, parents/guardians, or volunteers, nor shall the master key ever be loaned.

Any person issued a key shall be responsible for its safekeeping. The duplication of school keys is prohibited. If a key is lost, the person responsible shall immediately report the loss to the principal or designee and shall pay for a replacement key.

Legal References:

State

- 24 CCR 1010.1.11
- 24 CCR 1010.1.9
- CA Constitution Article I, Section 28(c)
- Ed. Code 17070.10-17079.30
- Ed. Code 17583
- Ed. Code 32020
- Ed. Code 32211
- Ed. Code 32280-32289.5
- Ed. Code 35160
- Ed. Code 35160.1
- Ed. Code 38000-38005
- Ed. Code 49050-49051
- Ed. Code 49060-49079
- Pen. Code 469
- Pen. Code 626-626.11

Federal

- 20 USC 1232g
- 34 CFR 99.3
- US DOE Publication
- Management Resources**
- Attorney General Opinion
- Attorney General Opinion
- Court Decision
- Court Decision
- CSBA Publication
- National Institute of Justice Publication

- Website
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Description

- Lockable doors from the inside
- Door operations
- Right to Safe Schools
- Leroy F. Greene School Facilities Act
- Classroom security locks, modernization projects
- School gates; entrances for emergency vehicles
- Threatened disruption or interference with classes
- School safety plans
- Authority of governing boards
- Broad authority of school districts
- Security departments
- Searches by school employees
- Student records
- Unauthorized making, duplicating or possession of key to public building
- School crimes
- Description**
- Family Educational Rights and Privacy Act (FERPA) of 1974
- Definition of education records
- FAQs on Photos and Videos under FERPA
- Description**
- 75 Ops.Cal.Atty.Gen. 155 (1992)
- 83 Ops.Cal.Atty.Gen. 257 (2000)
- Brannum v. Overton County School Board (2008) 516 F. 3d 489
- New Jersey v. T.L.O. (1985) 469 U.S. 325
- Safe Schools: A Planning Guide for Action, 2002
- The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies, rev. 2005
- U.S. Department of Education, Protecting Student Privacy
- National Institute of Justice
- National School Safety Center
- California Department of Education, Safe Schools
- CSBA