

UPPER BUCKS COUNTY AREA VOCATIONAL TECHNICAL SCHOOL

SECTION: PROPERTY
TITLE: BUILDING SECURITY
ADOPTED: January 15, 2009
REVISED:

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| <p>1. Purpose</p> <p>2. Delegation of Responsibility</p> <p>3. Guidelines</p> <p>Pol. 317</p> | <p style="text-align: center;">709. BUILDING SECURITY</p> <p>The Joint Operating Committee recognizes the need to maintain security of school facilities for reasons of safety, vandalism and theft.</p> <p>Toward this end, a program of building security shall be administered by the Supervisor of Buildings and Grounds, with the cooperation of the building administrator. The need for access shall be the underlying principle in determining who will have keys to school facilities.</p> <p>The Supervisor of Buildings and Grounds shall determine who is entitled to building keys and who may have after hours access to school facilities.</p> <p><u>Keys</u></p> <p>All teachers shall leave all keys to program areas, laboratories, classrooms, and storage facilities in their respective mailboxes before leaving the school building at the close of the school day. No teacher is to leave the building with school keys or to maintain any school keys on his/her personal key ring, chain, etc.</p> <p>All keys are to be available to the administrative staff after school hours for use in evening school activities or any other circumstance which may arise.</p> <p>Duplication of school, laboratory, classroom and/or storage keys by anyone other than an authorized administrator is strictly prohibited. Any employee found in violation of this policy will be disciplined accordingly.</p> <p><u>After Hours Entry</u></p> <p>After hours entry to the school building shall be controlled in accordance with these guidelines:</p> <ol style="list-style-type: none"> 1. The building custodian on duty shall restrict entry to controlled points. |
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2. Entry to a school building shall be prohibited when a person authorized as representative for the building is not present.

References:

School Code – 24 P.S. Sec. 1850.1

Joint Operating Committee Policy – 317