

SECURITY OF BUILDINGS

Policy

The Board must be assured of adequate security of school facilities in conjunction with the following regulations.

Regulations

1. **Call-out** - In the event of an intruder alarm, call-out shall be as follows:

First:	Contract personnel
Second:	Assigned maintenance personnel
Third:	Principal/Vice-Principal

2. Security
 - a) The custodian shall be responsible to ensure all doors and windows are locked at the end of their shift.
 - b) At times when no custodian is on duty the security of the building shall be the responsibility of the authorized use.
 - c) The Principal will ensure that all staff is familiar with the Fire and Intruder Alarm system and the security code for their building.