

## **P2350 SCHOOL SECURITY PERSONNEL**

### **BOARD POLICY:**

**The school district shall employ such School Security personnel, pursuant to state law, as shall be necessary to aid and supplement law enforcement agencies, which give service to Unified School District 259.**

Administrative Implemental Procedures:

1. The primary duties shall be to:
  - a. Protect school district property, pupils, teachers, other employees, and visitors, and monitor the conduct of persons in and around the boundaries of the buildings and grounds of USD 259;
  - b. Aid all general law enforcement agents in conducting their duties in buildings or on grounds of Unified School District 259 in accordance with Board policies;
  - c. Respond to requests of the building administration in dealing with individuals disruptive to school operations;
  - d. Assist in routine and emergency situations;
  - e. In accordance with district policies and procedures, assist in working with high risk behavioral students; and
  - f. Conduct metal detection scanning at buildings at the request of the building administration.
2. The Executive Director of Safety Services will determine and provide annual training for security personnel in the areas of prevention, preparedness, and response as it relates to school safety, crisis management and emergency safety interventions.
3. Security personnel in the schools shall be selected and supervised collaboratively by the Executive Director of Safety Services and the principal of the school assigned. The principal shall have administrative responsibility for the daily functioning of their assigned security personnel. The Executive Director of Safety Services Department shall be responsible for the professional standards and training of all security officers.
4. Security personnel shall be responsible for submitting reports to the Safety Services Office on all incidents within the scope of their area of responsibility.
5. Security personnel shall carry firearms only with direct authorization of the Superintendent of Schools.
6. All new security personnel shall receive private security training. The Executive Director of Safety Services Department may temporarily waive this requirement should there be undue delay in the scheduling of such training or if the new employee has been a commissioned law enforcement officer within the past five years.
7. The Safety Services Department shall provide security services for events other than those which occur during normal school hours as approved by the building administration or the Executive Director of Safety Services or designee.
8. Security personnel are to be readily identifiable by carrying an ID card, displaying a badge, and/or wearing an approved uniform. Such uniforms are to be worn at all school functions when security personnel are on duty and representing USD 259 unless an exception is approved by building principal or Executive Director of Safety Services.

Administrative Responsibility: Safety Services Department  
Latest Revision Date: August 2017  
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