

1 **8456 NON-INSTRUCTIONAL OPERATIONS**

2 Security

3 Security means not only maintenance of buildings, but also protection from personal risk, fire hazards,
4 faulty equipment and safe practices in the use of electrical, plumbing, and heating equipment. The Board
5 encourages close cooperation with local police, fire, and sheriff departments and with insurance company
6 inspectors.

7 Access to school buildings and grounds outside of regular school hours shall be limited to staff whose
8 work requires access. An adequate key control system shall be established which shall limit access to
9 buildings to authorized staff and shall safeguard against the potential entry of unauthorized persons.

10 Records and funds shall be kept in a safe place and under lock and key when required.

11 Locks and other protective devices designed to be used as safeguards against illegal entry and vandalism
12 shall be installed when appropriate to the individual situation. Employment of watchmen may be
13 approved in situations where special risks are involved. All incidents of vandalism and burglary shall be
14 reported to the Superintendent immediately and to law enforcement agencies as appropriate.

15 Legal Reference:

16 § 50-61-114, MCA Fire chief and county sheriff to make inspections

17 Policy History:

18 Adopted on: July 1, 2000

19 Revised on: August 11, 2014