

**DE SOTO AREA SCHOOL DISTRICT**

731

**BUILDINGS AND GROUNDS SECURITY**

The Board of Education charges employees of the De Soto Area School District with the responsibility of maintaining a high level of security for the buildings and its equipment.

The District Administrator and building principals shall establish procedures which focus attention upon minimizing fire hazards, security of records and monies, securing and locking doors and monitoring outside doors and hallways while schools are in session.

Employees are responsible for the security of their room/work area at the end of each working day. This includes specific security measures such as making certain that doors and windows are locked and all valuables are properly secured. All office and/or classroom equipment is to be securely stored within each building.

CROSS REF.: 731-Rule, Key Control Guidelines  
664, Cash/Valuables in School Buildings  
731.1, Electronic Surveillance of Public Areas  
of School Buildings  
751.21, Use of Video Monitoring Systems on  
School Buses

APPROVED: April 14, 2008

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