



## **Campus Safety and Security**

The safety and security of students and staff is a top priority of District 308 schools. We continually review procedures and consider recommendations by school experts. Ongoing decisions will emerge from this work, including plans to improve security in our schools.

Limiting or closely monitoring building access is recommended during school hours as an important strategy in protecting students. As a result, the following procedures will again be implemented this school year:

- Staff will enter the building using personalized key cards that can be deactivated if lost.
- All exterior doors will be locked during school hours, including the front entryway. Visitors will be “buzzed” into the building through a single access point, through the use of a videophone doorbell and buzzer system.

## **Parent Assistance Needed for Smooth Process**

In an effort to partner with parents in the safety of their children and minimize the inconvenience caused by this system, parents are asked to notify the school ahead of time of any visits or appointments at the school. This will speed identification and help staff to be ready to buzz visitors in when they arrive. This notification could be in the form of:

- A phone call to the building office
- A note sent with your student

Upon entry, visitors will need to:

- Check in through the front office
- Provide a driver's license for scanning in the Raptor system (prevents access by adults legally prohibited from doing so)
- Receive a printed ID badge prior to proceeding

This process is generally efficient and helps ensure staff does not grant any adult inappropriate access to your students.

## **Additional Security Measures in Progress**

In addition to the buzzer system, work continues in the district to ensure buildings have entryway features that initially direct visitors through the main office. District and building staff, will continue to evaluate, test, implement, and drill safety and security protocols and procedures in the district. This will help to ensure that in a busy school district, security is receiving the attention it deserves. It will also help us to keep up with the latest recommendations and protocols from local, state, and national experts.

Some security procedures may cause some minor inconveniences, but when weighing all of the information, it is the ability to provide a higher level of security for students that outweighs the annoyances we may collectively face. We will continue to provide a welcoming atmosphere within the context of a safe environment for students.

## **Feedback and Contact Information**

If you have feedback, questions or concerns regarding District 308 campus safety, please contact the Director of District Student Services, Valerie Patterson, via e-mail at [vpatterson@sd308.org](mailto:vpatterson@sd308.org) or by phone at 630-636-3678.