

## SECURITY POLICY

The Newton School Committee is committed to providing a safe and secure environment for all students, staff and visitors. Security, in the content of this policy, includes physical and emotional safety.

Threats to safety and security fall into two categories: emergency and non-emergency situations. These two categories necessitate different types of responses.

Immediate threats include events such as a bomb threat, a fire or a chemical spill, airborne hazards, and armed intruders. In these instances, a principal may order an evacuation, a lock-down, a shelter in place, or other immediate action. When time permits, the principal should consult with, and obtain the prior approval of, the Superintendent or designee before implementing a response. The principal should communicate the nature of the emergency and the response to all members of the school community as promptly as possible. In certain situations, appropriate emergency and/or law enforcement personnel may assume control of and responsibility for the response. For any immediate threat where law enforcement presence is required, law enforcement personnel shall have access to any security camera live feed and/or visually recorded data.

Non-emergency threats may be building-based, such as thefts, graffiti, or vandalism, or more general concerns, such as access to buildings. Before initiating either a building-based or multi-school measure, a principal shall set forth in writing (a) the exact nature of the problem; (b) the logical connection between the problem and any proposed solution; and (c) the possible unintended consequences of the solution. The measure may be implemented only after the approval of the Superintendent or designee.

All such measures shall be undertaken in consultation with appropriate law enforcement personnel, shall be limited in scope to address the problem at issue and shall be disclosed to the school community. By way of illustration, a building-based measure might include the installation of security cameras in a specific limited area of a building interior or exterior in a suspected crime or NPS Rights and Responsibilities Handbook violation. An example of a multi-building measure is the establishment and enforcement of appropriate procedures for controlling access to school buildings, with the understanding that the procedures (including sign-in protocols, use of identification badges for faculty and staff, installation of an exterior-facing security camera at a single unlocked entrance, and keyless entry methods) may vary depending on whether they are elementary, middle or high schools.

Additionally, permanent interior and exterior camera installations will be permitted in public areas at all schools. These installations will NOT be located in classrooms, office areas, locker rooms or bathrooms. The purpose of these installations is to monitor public areas to improve public safety of staff, students and visitors. The cameras will only monitor and record passage in and out of these areas. The recording, viewing and storage of the recorded data will follow the Protocol for Security Camera Recorded Data).

SOURCE: Newton