Safety and Security Equipment

I. Purpose

To implement Board of Education of Baltimore County (Board) Policy 3710 by establishing guidelines for the use of safety and security equipment in Baltimore County Public Schools (BCPS).

II. Definitions

A. Employee – A person employed by the Board on a regular and/or temporary basis.

B. School Property – Any BCPS-owned, controlled or leased property or vehicle regardless of whether students are present.

C. School-Sponsored Activities – An activity that is sponsored, approved, conducted, planned, and/or supervised by school personnel, regardless of whether it takes place on or off school property or occurs during normal school hours.

III. School Safety Coordinator

The Superintendent designates the executive director, school safety, to serve as the school safety coordinator who will serve as the school system’s liaison with local law enforcement.

IV. Guidelines

The Department of School Safety in collaboration with the departments of Facilities Management and Information Technology shall implement procedures that include, but are not limited to:

A. Ensuring each school and office building is equipped with secured entry access, closed-circuit television systems, emergency communication tools, fire suppression and alarm systems;

B. Requiring a visitor management system to identify and track visitors to schools and office buildings;
C. Identifying and evaluating any patterns of safety concerns on school property or at school-sponsored activities; and

D. Implementing an employee and student identification system.

V. Responsibilities

A. Students and employees are responsible for using safety and security equipment only as intended; other uses are prohibited.

B. Students and employees are responsible for following all safety procedures related to the use of safety and security equipment.

C. Employees are responsible for securing safety equipment and must immediately report lost or stolen equipment to their supervisor. A police report must be filed for all stolen safety and security equipment.

D. Employees are prohibited from sharing confidential passwords or access codes related to safety and security equipment.

VI. Compliance

A violation of Board Policy 3710 and/or this rule may result in disciplinary action.

Legal References:  
Annotated Code of Maryland, Education Article § 7-1501, Et Seq., Maryland Safe to Learn Act  
Annotated Code of Maryland, Education Article § 26-102, Denial of Access to Public School Buildings or Grounds  
Annotated Code of Maryland, General Provisions Article § 4-314.1, Inspection of Records

Related Policies:  
Board of Education Policy 1240, Visitors to Schools and Offices  
Board of Education Policy 3710, Safety and Security Equipment  
Board of Education Policy 4002, Obligations of Employees of the Board of Education of Baltimore County  
Board of Education Policy 4100, Employee Conduct and Responsibilities
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