

# **ST. DAVID HAIGH & ASPULL C.E. PRIMARY SCHOOL SECURITY POLICY**

## **STATEMENT OF INTENT**

To identify good practice in maintaining and improving school security in and around school.

To ensure a whole school approach to Risk Management.

To encourage participation from the local community and raise general awareness in respect of Crime Prevention.

## **RISK MANAGEMENT AND SCHOOL SECURITY**

- At St David's, the matter of security is regarded as one of paramount importance.
- The School and Governors are committed to Risk Management. The Senior Management Team regularly reviews security matters and consults staff.
- The Premises Committee of the Governing Body includes security as a standing item at each meeting.
- The community police officer is invited to visit school as required to consider security matters.
- We look at vulnerable areas and minimise the opportunity for incidents to occur.
- The safety of pupils is of the first importance and outweighs inconvenience to staff, parents and visitors caused by security measures.

## **SECURITY MEASURES ALREADY IN PLACE**

1. Main entrance door is controlled by reception, with a magnetic lock and visual ID screen.
2. All staff wear identification badges and visitor badges are issued.
3. CCTV is in operation (4 cameras) and recorded
4. The number of entrances and exits open after 9.00 am and 3.45 pm is kept to a minimum. All main entrances into teaching areas have code controlled door locks or fob operated locks.
5. Valuable items are security marked.
6. The school is equipped with an intruder alarm system.
7. Automatic fire detection and evacuation system, linked directly to Central Watch is in place. This is checked weekly. Fire extinguishers are regularly maintained. Fire drills are held on a half termly basis.
8. The school inventory is kept in a secure place and kept up to date.
9. Cash handling procedures are in place. We have a Scheme of Delegation.
10. Health and Safety Regulations are in place, and observed.
11. An intruder register and incident log is kept by caretaking staff.

Policy Reviewed: September 2012 Date of next review: September 2014