

# ESBCHS Locked Door Policy



In order to improve safety and security in schools, and in response to the changes in our society, Black Gold has officially announced a “Locked Door” initiative in all Division schools. The safety of our students and staff is of paramount importance at ESBCHS and compliance with this initiative will begin on March 6, 2023.

This video-monitored intercom entry system will allow office personnel to determine who is at the door and admit arrivals without having to leave the front desk. This new procedure both allows staff to know who is in the building and impedes trespassers from entering the premises.

## ESBCHS will implement its Locked Door Policy in the following way:

- Effective March 6th, 2023 all school exterior doors will be locked during instructional times and students will need photo ID in order to enter the building.
- There are video-monitored systems installed at our two designated main entrances. Those main entrances are the **front entrance** and the **back entrance** adjacent to the student parking lot. Students must enter the building using one of the two designated entrances.
- Students must press the intercom and show photo ID to the camera to identify themselves. The office will verify their ID and then admit them into the building.
- The two main entrances will be unlocked during non-instructional times.
- Parents/caregivers, school visitors, and other guests, must use the front door video-monitored intercom entry system. Our office staff will communicate with visitors and grant access if appropriate.
- Food delivery services will not be permitted into the building.

Students are prohibited from:

- allowing other students (or visitors) in the building without permission.
- propping open exterior doors

Classes that are outside for instruction:

- should enter using the Community Use entrance when returning to the building.
- as the class is entering as a group, the teacher will need to fob their class in.

Due to safety concerns, students are subject to school disciplinary action if they violate the conditions of this policy.