

Minimum Exterior Security Requirements Final Recommendations of the School Safety Task Force (2018)

All schools should implement minimum exterior security requirements. These include, but are not limited to:

- Single point of entry during operational hours including weekends and special events.
 - A safe vestibule style of entry in place at the main entrance.
- Signage should be in place designating visitor entrances.
 - External doors should be numbered on both sides of the doors beginning at the main entrance and moving in a clockwise direction around the building.
 - Numbers should be located on or near the top of the door; visible to emergency responders; a minimum of eight inches in height, contrasting in color from the background of the door (reflective is preferred).
- Impact rated vehicle barriers at all entrances and at all areas of mass gathering before and after school (bus loading and unloading zones).
- Lighting – clear and overlapping patterns of light coverage on all entrances, pedestrian walkways, and parking areas.
- Locking doors for all exterior entrances with high security mechanical or electronic locks.
- Landscaping to minimize areas of concealment in and around facilities that is consistent with Crime Prevention Through Environmental Design (CPTED).
- Establish a clear zone around barriers and fences and restrict landscaping from obstructing views of the building.
- Designation of student, employee, and visitor parking areas and ensure there is appropriate signage.
- All receptacles/containers should be placed a minimum of 25-feet from school entrances.
- Any new buildings or construction should use materials that have inherent durability (e.g., cast in place reinforced concrete and steel construction).
- All external, openable windows should be able to be secured from the interior and locked.
- Generators, heating, ventilation, air conditioning units, air intakes, and utility connections should be secured, preferable behind fencing.
- All student, staff, and visitors should have identification while on the campus.
- Doors should have non-removable hinges and high security locks.
- Emergency exit doors should utilize an automatic door closer and exit hardware that are compliant with applicable life safety codes.
- Doors should be of heavy construction (e.g., metal and/or heavy glass).
- Roof access should be limited and secured.
- An intrusion detection system should be in place on external doors and windows.
- Mass notification speakers and visible alarm notification should be on the interior and exterior of the building so notifications can be heard from any location.

The above recommendations are not in order of importance. Physical security measures and changes that promote efficient and effective response by emergency responders are essential. It is imperative that entrances to school buildings are secured during school hours as well as on weekends and evenings during school functions.