

**Department of Safe and Secure Schools**

The duties of the Director of Safe and Secure Schools shall include, but are not limited to, the following:

1. Developing an effective comprehensive safety program.
2. Providing staff assistance in achieving compliance with the Texas Hazard Communication Act. [See policy DI]

**Safety Officer**

The Director of Safe and Secure Schools shall be the safety officer and coordinate the District's safety management program. The safety officer shall have the responsibility and authority to identify and address hazards that may jeopardize the safety and health of students, employees, visitors, and others having business in the District.

**Secure Campus**

After the tardy bell, the principal or designee of each school will establish a "closed campus", with all exterior doors closed and locked, such that visitors can only enter through the school's primary entrance. Primary entrances may be kept unlocked if they open into a secure vestibule.

During school hours, exterior doors shall not be propped open and door security features shall not be disabled.

If unauthorized persons are identified on campus, they shall be escorted to administration. Failure to comply with campus staff may result in arrest for trespassing.

**Bus Operations Training**

Prior to the beginning of school, all bus operators shall be required to participate in an established bus operator safety program provided by the District. Throughout the school year, bus operators shall participate in a continuing program of safety education derived from guidelines developed by recognized authorities in the field of bus safety.