Kate Bond Middle School Safety Screening Process for Students and Guests

Rationale: The following procedures are established to ensure the safety, security, and smooth arrival for the entire school community. Parent and student adherence and support are required and greatly appreciated.

Objective: To ensure the safety and security of all students and guests entering the middle school by implementing a thorough screening process involving metal detection and bag x-ray.

Procedures

Screening Process

Initial Entry:

- Students and guests enter the building and are directed to the screening stations.

Empty Pockets:

- All individuals empty pockets into a basket on the metal detection table.
- Security staff inspect the contents of the baskets.

Bag Screening:

- All bags, including backpacks, athletic bags, and purses, are handed to x-ray safety monitors for x-ray clearance.
- Bags are scanned for prohibited items.

Metal Detection:

- Individuals physically pass through the metal detector.
- If the detector alarms, the individual is subject to additional screening with a handheld metal detector.

Post-Screening Procedures

Students:

- Once screened, students collect their belongings.

- They proceed to breakfast and then homeroom or directly to homeroom if they do not wish to have breakfast.

Guests:

- Once screened, guests collect their belongings.
- They report to the main office for check-in, where they will receive visitor badges and further instructions.

Handling Exceptions and Incidents

Prohibited Items:

- If prohibited items are found, security staff will follow established protocols for confiscation and documentation.
- Parents/guardians of students with prohibited items will be contacted.

Non-compliance:

- Individuals refusing to comply with the screening process will be escorted to a designated area for further evaluation by school administrators.
- Persistent non-compliance will result in denial of entry and appropriate disciplinary action.

Conclusion This structured process ensures the safe and orderly arrival of all students and guests while maintaining security protocols. By implementing this comprehensive screening procedure, we can maintain a secure environment conducive to learning and growth at Kate Bond Middle School.