



Safety & Security Design and Construction Standards

April 7, 2017

Introduction

The districts safety and security design and construction standards were developed to provide a standardized approach to providing enhanced security measures. Where appropriate, the safety & security design and construction standards shall be considered on all new or modernized school buildings.

RCW 28A.335.010(2), requires that school districts undertaking construction or remodeling projects that are great than 40 percent of the existing building (either by square footage or value) are required to consider school safety in plans and designs. By considering safety in design, the district will be better able to protect students and staff.

The law states that every board of directors, unless otherwise specifically provided by law, shall:

- Consider installing a perimeter security control mechanism or systems on all school campuses, as appropriate to the design of the campus; and
- For new school construction projects or remodeling projects of more than forty percent of an existing school building that are initiate after July 28, 2013, consider school building plans and designs that promote:
 1. An optimal level of security for the specific school site that incorporates evolving technology and best practices to protect students and staff in the event of a threat during school hours;
 2. Direct control and observation of the public entering school grounds; and
 3. The public entering school grounds through as few entrances as possible, such as through the main entrance of a school's administrative offices.

The following safety and security design and construction standards were developed with input from members of the City of Everett Police department, City of Mill Creek Police department, Snohomish County Sheriff's office. Staff from the district's Maintenance & Operations department, Facilities & Planning department, Learning & Information Technology Services department; the District Safety Advisory Council, the district's Capital Facilities Advisory Council, and an Ad Hoc committee. The Ad Hoc committee included principals from Woodside ES, Penny Creek ES, Lowell ES, and Evergreen MS.

The following standards shall be considered:

- Main entry doors shall have an electronic locking mechanism; thereby allowing the main entry doors to be locked at all times to control access.
- An intercom and video camera system shall be installed at the main entry, allowing visitors to communicate with office staff. Upon communicating with visitors, the office staff will have the ability, with the push of a button, to unlock the main entry doors and allow the visitor entry into a secured vestibule.
- An integrated access control system shall be installed to control entry at main entry doors and other selected doors.
- A secure vestibule at the school's main entrance shall be designed and constructed to control visitor's access into the main office.
- Upon sign-in and badging, the visitor is then allowed entry into the school.
- Minimize access to the school's interior by having egress hardware only at non-essential/low traffic exterior doors.
- At main corridors, "lock down" doors shall be installed. These doors shall be held in the open position by magnets, which will release upon activation by the fire alarm system or by the push of a button strategically located in the main office. The security doors can be closed and locked after hours to limit access between public and private spaces.
- Security cameras shall be installed in corridors and on the building exterior.
- Infrastructure shall be installed to allow the future installation of an access control system at the main entry and at MDF and IDF rooms.
- Perimeter fencing shall be installed to delineate the public and private exterior spaces, and to secure the private exterior spaces, which include the playground and play fields
- Additional security measures or systems may be considered.

Protocols & Communications

The District Safety & Security Committee, in conjunction with district leadership, will develop district protocols for operations relating to the above listed security measures within the school sites including communications to staff, parents & visitors.