

December 12, 2011

Tom:

Here is a list of the responsibilities and duties that the Security staff performs on a daily basis:

- Actively monitors parking lot areas at the beginning and ending of each school day and are regularly checked throughout the day.
- The entire exterior of the building is locked down at 7:45 a.m.
- All female and male lavatories are checked and monitored each period of the day.
- A mobile staff continuously monitors all hallways during classes and during passing time.
- Locker rooms are frequently checked.
- Make sure that large meeting areas, such as the LGI, music room, band room are secured and unoccupied when not in use.
- Check security cameras whenever any suspicious activity has been reported.
- In contact with local police departments to stay abreast of the most current drug culture and identification.
- At risk students are placed on accountability and are either shadowed or physically escorted from class to class.
- Keep open dialogue with students regarding any information that might be valuable to the safety of Joel Barlow High School.

Rob Tynan

Director of Security