

KNIGHTS TEMPLAR CE/METHODIST VA FIRST SCHOOL

SCHOOL SECURITY POLICY



APRIL 2008.

Introduction

The staff and children of Knights Templar CE/Methodist VA First School need to work and learn in a safe environment. This document is the policy of Knights Templar CE/Methodist VA First School and represents measures agreed between staff and governors to promote the security and personal safety of staff, pupils and visitors, together with the protection of the school premises.

Aims

People come first and therefore the aim of the school's security policy is the protection of staff, pupils and visitors first, followed by the protection of the school building and equipment.

Policy details:-

1. To ensure effective and efficient management of the school policy, security will come under the management of the Environment and Community Committee
2. Security matters will be dealt with at the termly Environment and Community Committee meeting.
3. The Environment and Community Committee will liaise with Officers from the local Police, the Fire Service, the Local Education Authority and the County Council as necessary, in the pursuit of developing risk reduction strategies.
4. A single central register of security incidents will be introduced and maintained by the school. This will contain details of any situation, incident or potential problem which will require consideration by the Environment/Community Committee.
5. An analysis of the potential risks will be carried out by the Environment/Community Committee. This will include:
 - Management Information and Practice
 - Fire Precautions
 - Security of Premises
 - Special Risks

The risks will be reviewed on an annual basis.

6. The Environment/Community Committee will report to the full Governing Body who will consider what resources are, or will be made, available to deal with the recommendations.
7. Where considered appropriate by the Committee, staff, pupils and parents will be made aware of what measures are being taken, together with the reasons why. The support of staff, pupils and parents will be encouraged.
8. All matters affecting the well-being of staff and pupils at the School will be subject to on-going review and therefore this policy will evolve according to the School's needs. However, this policy will be reviewed at least on an annual basis.

9. The process of developing and operating a comprehensive security policy will be supported by training for staff and governors.
10. The chosen solutions will be kept under review for their effectiveness.
- 11 A list of keyholders for the school is held in the school office.