

MISSION

The Westfield Public School District, in partnership with families and community, educates all students to reach their highest potential as productive, well-balanced and responsible citizens who respect individual differences and diversity in an ever changing world.



WESTFIELD PUBLIC SCHOOLS



A TRADITION OF EXCELLENCE



Security Update

August 2019



Dr. Margaret Dolan, Superintendent
Dana Sullivan, Business Administrator



Building Upgrades Completed

- Access Controls
- Duress Alarms
- Safety Film
- Clock/Speaker Communication System
- Fire Alarm Systems
- Secured Doors
- Evacuation Diagrams
- Cameras



Building Upgrades Planned

- New doors at WHS, EIS & RIS – project underway - completion expected during 2019-20 school year
- New doors at all other schools – project expected to start in summer 2020 and completion during 2020-21 school year
- Security gates to be installed at all schools as part of the door projects to restrict access to limited areas of the school at night during community use



Security Procedures During School Hours



- Exterior doors to remain locked all day, every day, unless monitored by a staff member.
- Doors used by staff and students will be limited and monitored.
- Every school will have a drop box outside to collect items dropped off by parents.
- Clear & visible signage at each school directing visitors to main office.



New Procedures for Visitors



- All visitors must have an appointment (24 hours in advance, except emergencies).
- All visitors will be vetted through a district-approved script.
- All visitors should be prepared to show government issued ID.
- All visitors must report to main office and sign in.
- All visitors will be issued a visitor ID badge.
- All visitors must return to the main office and sign out at the end of their visit.
- No visitor appointments will be approved during arrival and dismissal.



After Hours Concerns

- YMCA aftercare program – doors will remain locked. Parents will have to call the Y designee when they arrive to pick up their child.
- Principals will work with scout leaders and other users for after school access when doors are locked.
- Nighttime events – classroom doors will remain locked unless a staff member is monitoring it. Security gates are planned as part of door projects.



Other Security Measures



- Partnership with Westfield Police – SRO's, increased patrols and communication
- Lockdown and emergency drills
- Emergency management plan updated annually
- Training provided to all secretaries over the summer on vetting visitors and warning behaviors
- Comprehensive training provided to all staff
- Training provided to staff to identify people in crisis



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