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# SITE ASSESS



School: \_\_\_\_\_

District: \_\_\_\_\_

Assessment Date:

# NEW JERSEY K-12 SITE ASSESSMENT TEMPLATE

Version: August 2022

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## Facility Characteristics and Surrounding Area

### Overview

Pursuant to N.J.S.A. 18A:41-14, New Jersey school districts and nonpublic schools are required to assess the security features and vulnerabilities of school buildings and grounds on an annual basis utilizing a checklist provided by the New Jersey Office of Homeland Security and Preparedness (NJOHSP), in collaboration with the New Jersey Department of Education (NJDOE). The NJDOE and NJOHSP have identified the SITE ASSESS tool, developed by the U.S. Department of Education's Office of Safe and Supportive Schools (OSSS), Readiness and Emergency Management for Schools Technical Assistance (REMS TA) Center, as the requisite tool to fulfill the assessment and reporting requirement. The audits shall be kept confidential and shall not be deemed a public record under P.L.1963, c.73 (C.47:1A-1 et seq.) or the common law concerning access to public records.

- Acknowledge**

### Staff and School Characteristics

1. What is the school district name?
2. What is the school name?
3. When was the site assessment conducted?
4. Who is on the site assessment team?
5. What type of school is it?
6. What grades does your school serve?
7. How many staff members work at this facility?
8. What is the percentage of students and staff with disabilities or access and functional needs?
9. School Website



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10. Enter the County District School Code

11. What is the total enrollment of students?

### Surrounding Area and Neighborhood

1. Which of the following best describes the environment of the campus/facility?

**Urban      Rural      Suburban**

2. Is the school adjacent to an interstate highway?

**Yes      No      Not Applicable      Not Assessed**

3. Is the school off a major (4-lane) road?

**Yes      No      Not Applicable      Not Assessed**

4. Is the school on a busy residential road (not divided by a median)?

**Yes      No      Not Applicable      Not Assessed**

5. Is the school near an industrial area?

**Yes      No      Not Applicable      Not Assessed**

6. Is the school near a transportation hub (e.g., within 5 miles of an airport, port, or bus station)?

**Yes      No      Not Applicable      Not Assessed**

7. Is the school near a petroleum gas pipeline?

**Yes      No      Not Applicable      Not Assessed**

8. Is the school near railroad tracks (within 1,000 yards)?

**Yes      No      Not Applicable      Not Assessed**

9. Is the school adjacent to a business district (e.g., grocery, convenience, fast food)?

**Yes      No      Not Applicable      Not Assessed**

10. Is the school in or near a flood plain?

**Yes      No      Not Applicable      Not Assessed**

11. Is the school near a major natural gas line?

**Yes      No      Not Applicable      Not Assessed**



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12. Is the school in a very high fire hazard severity zone or a wildfire zone?

**Yes      No      Not Applicable      Not Assessed**

### Facility Exterior

#### Fencing and Walls

1. Are all grounds fenced and properly maintained?

**Yes      No      Not Applicable      Not Assessed**

2. Do fences surround the entire campus?

**Yes      No      Not Applicable      Not Assessed**

3. Is fencing free of holes and sharp protrusions?

**Yes      No      Not Applicable      Not Assessed**

4. Are outer courtyard walls climbable to access roof?

**Yes      No      Not Applicable      Not Assessed**

#### Gates

1. Are there perimeter barriers capable of stopping vehicles?

**Yes      No      Not Applicable      Not Assessed**

2. Are the appropriate perimeter barriers or gates installed and secured by effective locking systems (e.g., electronic control, heavy-duty padlocks) when not in use?

**Yes      No      Not Applicable      Not Assessed**

3. Are gates free of holes, intact, and functional?

**Yes      No      Not Applicable      Not Assessed**

#### Lighting

1. Is exterior lighting uniform and does it eliminate pockets of shadow or glare at night?

**Yes      No      Not Applicable      Not Assessed**

2. Is exterior lighting well-maintained?

**Yes      No      Not Applicable      Not Assessed**

3. Is the exterior lighting scheme effective for enhancing natural surveillance, discouraging trespassing, and preventing school vandalism, graffiti, and damage?

**Yes      No      Not Applicable      Not Assessed**



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4. Can exterior lighting controls be centrally accessed from the main administration area?

**Yes No Not Applicable Not Assessed**

5. Are school grounds, including parking lots, adequately lit?

**Yes No Not Applicable Not Assessed**

6. Is there lighting that surrounds the perimeter of the building?

**Yes No Not Applicable Not Assessed**

7. Is there lighting at all building entrances?

**Yes No Not Applicable Not Assessed**

8. Are all walkways adequately lit to ensure visual surveillance?

**Yes No Not Applicable Not Assessed**

9. Are lights checked monthly for inoperative fixtures/burned out bulbs and repaired?

**Yes No Not Applicable Not Assessed**

### Building and Grounds (General)

1. Do site utilities create hiding places?

**Yes No Not Applicable Not Assessed**

2. Do site utilities impede access by emergency vehicles?

**Yes No Not Applicable Not Assessed**

3. Are buildings or outside equipment related to heating, cooling, and fuel or chemical storage clearly marked?

**Yes No Not Applicable Not Assessed**

4. Are electrical panel access doors locked?

**Yes No Not Applicable Not Assessed**

5. Can exterior mechanical equipment be climbed upon, and is it protected from thrown objects?

**Yes No Not Applicable Not Assessed**

6. Is exterior mechanical equipment reachable by vehicles protected with bollards or other devices?

**Yes No Not Applicable Not Assessed**

7. Are the fire hydrants unobstructed?

**Yes No Not Applicable Not Assessed**



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8. Are trash and recycling dumpsters either enclosed in a designated service area or surrounded on three sides by a high wall (preferably see-through), a climbing-resistant fence, and a securable gate?

**Yes      No      Not Applicable      Not Assessed**

9. Are dumpsters and other equipment placed a minimum of 30 feet from buildings?

**Yes      No      Not Applicable      Not Assessed**

10. Are grounds visually separated from adjacent properties?

**Yes      No      Not Applicable      Not Assessed**

11. Are entries into courtyards from the exterior of the school controlled and lockable?

**Yes      No      Not Applicable      Not Assessed**

12. Are lines of sight across courtyards unobstructed, so one person can supervise the entire area?

**Yes      No      Not Applicable      Not Assessed**

13. Are courtyards configured to eliminate unauthorized after-hours access?

**Yes      No      Not Applicable      Not Assessed**

14. Are courtyard entry doors wide enough to prevent congestion?

**Yes      No      Not Applicable      Not Assessed**

15. Are all necessary exterior utility lifelines (power, voice, data, Internet communications, fuel, and water) adequately protected, preferably by concealing, burying, or encasing?

**Yes      No      Not Applicable      Not Assessed**

16. Are all gasoline/diesel fuel storage areas free of any fertilizers or other oxidizing materials?

**Yes      No      Not Applicable      Not Assessed**

17. Are trash cans secured to posts or other anchors?

**Yes      No      Not Applicable      Not Assessed**

18. Do meter locations allow access for meter readers without compromising access control for secure areas of the school?

**Yes      No      Not Applicable      Not Assessed**

19. Is vandalism, graffiti, and damage promptly documented and removed or repaired within 24 hours after discovery?

**Yes      No      Not Applicable      Not Assessed**



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20. Are outdoor fire detection and response systems protected against vandalism, graffiti, damage, corrosion, and the elements?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Landscaping

1. Is the landscape (bushes, trees, hills) surrounding the school tidy, trimmed, and structured to enhance visibility (e.g., of windows, doors) and minimize the chance of suspicious visitors hiding?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are trees located far enough away from buildings or are they trimmed appropriately to avoid providing roof, window, or second-story access, damage from falling limbs, or a fire hazard in areas at risk of forest or brush fires?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are all shrubs trimmed to a maximum height of 3 feet?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

4. Are all trees trimmed up to 8 feet to the lowest branch?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

5. Are all trees at least 10 feet from any buildings?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

6. Are outside seating, planters, and landscaping features far enough from courtyard enclosures to eliminate climbing opportunities?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Signage and Entrances

1. Is the entrance well lit?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Is a marquee or sign clearly indicating the school's name visible from the road?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Is there one clearly marked as the designated entrance for visitors?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

4. Do signs posted at the entrance list items not allowed inside the school (e.g., drug-free, weapon-free, and smoke-free)?

**Yes**      **No**      **Not Applicable**      **Not Assessed**



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5. Are restricted areas clearly marked?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

6. Are building exterior numbers clearly visible from a distance of at least 50 feet?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

7. Are there accommodations for individuals with disabilities, or do signs point to an accessible entrance?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

8. Is the main ingress and egress clear and unobstructed?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

9. Are signs posted around school property that clearly state trespassing and surveillance policies?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

10. Are exterior doors marked for first responders?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Doors

1. Is the number of entrance doors minimized?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are all exit doors and gates equipped with emergency exit hardware, and not locked or secured by any other means?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are all exterior doors designed to prevent unauthorized access into the building?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

4. Are exterior doors equipped with hinges with nonremovable pins?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

5. Are exterior exit-only doors without handles and locks protruding on the outside?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

6. Are exterior doors constructed of steel, aluminum alloy, or solid-core hardwood?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

7. Are exterior glass doors fully framed and equipped with breakage-resistant tempered glass?

**Yes**      **No**      **Not Applicable**      **Not Assessed**



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8. Are panic-bar latches on exterior doors protected by pick plates to prevent tools and plastic cards from releasing the bolt?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

9. Are exterior doors with panic push-bars equipped with an astragal or metal plate covering the gap between the doors?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

10. Are armored strike plates on exterior doors securely fastened to the door frame so that they are in direct alignment to receive the latch easily?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

11. Are key-controlled exterior doors equipped with contacts so they can be tied into a central monitoring and control system?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

12. Are exterior double doors equipped with heavy-duty, multiple-point, long flush bolts?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

13. Are doors that are vulnerable to unauthorized use, when students open them from inside the building, made more secure by installing door alarms, delayed-opening devices, or sensors or cameras monitoring doors from the central office?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

14. Do exterior doors have narrow windows, sidelights, fish-eye viewers, or cameras to permit seeing who is on the exterior side?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

15. Are windows and sidelights sized and located so that if they are broken, vandals cannot reach through and open a door from the inside?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Walkways

1. Are all walkways and their surroundings adequately lit to promote visual surveillance while in use?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Do covered walkways prevent climbing access to adjoining windows, roofs, or other upper-level areas?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are the walkways and curbing in good repair?

**Yes**      **No**      **Not Applicable**      **Not Assessed**



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### Windows

1. Are windows used to enhance natural surveillance of courtyards, school grounds, and parking lots, especially from classrooms and administration areas?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
2. Do all windows lock securely?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
3. Do sliding windows have lift-and-slide protection?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
4. Are window hardware and frames in good condition, and are transom windows or other window configurations that have clear security weaknesses either permanently closed (provided they are not to be used as a means of emergency egress) or reinforced with slide bolts or other security devices?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
5. Are windows designed to serve as a secondary means of escape readily operable, not blocked by screens, security grills, louvers, awnings, or other devices, and are they readily opened from the inside?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
6. Are second-floor windows inaccessible or protected against entry?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
7. Are basement windows protected from unauthorized entry by security grills or window well covers?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
8. Are windows and their framing and anchoring systems designed and located to resist the effects of explosive blasts, gunfire, and forced entry?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
9. Are all windows intact?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
10. Are windows and sidelights sized and located so that if they are broken, vandals cannot reach through and open a door from the inside?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------

### Roofs, Ledges, and Other Roof Access

1. Do adjoining posts, structures, walls, planters, or other building features prevent climbing access to adjoining windows, roofs, or other upper-level areas?

**Yes**
**No**
**Not Applicable**
**Not Assessed**



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- |    |   |            |           |                       |                     |
|----|---|------------|-----------|-----------------------|---------------------|
| 2. | Are ladders secured to prevent access to awnings and/or ledges?   | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 3. | In consideration of possible severe weather (e.g., high winds, hurricanes, tornados), have roof-mounted heating, ventilation, and air conditioning units been anchored? | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 4. | Is built-in roof access from inside the building only?  | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 5. | Is the roof access point locked and located inside a secure room?   | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 6. | Are mechanical equipment enclosures on the roof protected from unauthorized access, vandalism, graffiti, or damage?   | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 7. | Is access into the school through skylights blocked by security grilles or other devices?   | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 8. | Are ladders and trash/recycling dumpsters secured to prevent access to lower roofs?   | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |

### Parking Areas

- |    |  |            |           |                       |                     |
|----|--|------------|-----------|-----------------------|---------------------|
| 1. | Does the school designate areas for staff, student, and visitor use of parking lots and do signs direct them to their designated parking area? | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 2. | Are staff on duty in the morning and afternoon to monitor lots?  | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 3. | Are parking lots bordered by a wall, chain link fence, or some physical barrier?   | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 4. | Does the parking system incorporate an identification system (e.g., placards in windshields)?  | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
| 5. | Are parking lots bordered by a wall, chain link fence, or some physical barrier?   | <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |

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6. Are surveillance cameras used to monitor parking lots and does the camera system allow for recording?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
7. Are parking lots designed to control vehicle speed by using speed bumps, raised walkways, curved drives, and curb stops?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
8. Are assigned parking spaces specified by number instead of name or position?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
9. Are fire lanes marked with approved fire lane signs, yellow curbing, and clear of any obstruction?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
10. Are all areas accessible to patrol vehicles, and is the parking area patrolled by security personnel during sporting events?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
11. Is there an adequate number of parking spaces?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
12. Is the parking area adequately lit?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
13. Are panic buttons or intercom call boxes located in the parking area?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|

### Student Drop-Off/Loading Areas

1. Does the surveillance camera system allow for recording?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
2. Are student drop-off areas away from other high-traffic areas?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
3. Are student drop-off and pick-up zones clearly designated and separated from bus traffic?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
4. Are staff assigned to all other areas during drop-off and pick-up of students?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|



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5. Are pick-up and drop-off times clearly marked?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Are drop-off/pick-up zones visible from the main office or other location?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Are traffic directions (including pick-up/drop-off instructions) clearly visible?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Bus Zone

1. Are policies in place that restrict access to bus-loading zones?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Are the bus and fire zones clearly marked?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Is the bus loading zone visible from the main office or monitored by staff?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are school buses and other transportation vehicles secured when not in use?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Are school buses visually inspected by transportation personnel prior to use?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Are staff assigned to monitor bus areas?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Are buses parked appropriately so as to not require students to walk in front of them or other traffic?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

8. Are areas where students congregate while waiting for buses, and associated pedestrian paths, adequate to avoid overcrowding?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

9. Is there two-way radio communication between the front office and transportation staff?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

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## Traffic Design

1. Do driving lanes have directional markings?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
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2. Can vehicle entry be controlled to permit entry by only one vehicle at a time?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
3. Are designated entries, routes, and parking lots for after-hours use clearly identified and controlled within the context of the site?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
4. Are speed limits posted at all entrances?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
5. Do signs prohibit through-traffic?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
6. Are fire zones clearly marked?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
7. Do parking lot signs direct staff, students, and visitors to designated parking areas?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
8. Are traffic directions clearly visible?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
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## Pedestrian and Bicycle Safety

1. Are the walkways and curbing in good repair?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
2. Is pedestrian safety addressed by well-designed crossing areas and separation from vehicle traffic (e.g., lighting, flags, painted crosswalks, electronic signage)?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
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3. Are crossing guards provided to assist elementary school students?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------



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4. Can bicycle parking be viewed from the building or monitored by security?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Playground, Recreational Areas, & Sporting Fields

1. Do the recreation and play areas have clearly defined boundaries?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are recreation and play areas fenced to restrict unauthorized access?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are fences in good condition and without gaps?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

4. Is vehicular access restricted around playgrounds, recreational areas, and sporting fields?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

5. Can emergency vehicles access playgrounds, recreational areas, and sporting fields?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

6. Are playground attendants clearly designated (e.g. vests) during recess hours?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

7. Are there first aid kits on hand during recess hours or located in outside play areas?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

8. Is there two-way radio communication between the front office and playgrounds, recreational areas, and sporting fields?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Facility Interior

#### Emergency Alarms, Exits, and Lights

1. Are all lighted exit signs operational, clearly visible, and pointing in the correct direction?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are hallways leading to exit doors free of obstructions?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are clear and precise emergency evacuation maps posted in critical locations?

**Yes**      **No**      **Not Applicable**      **Not Assessed**



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4. Is the alarm system connected to the local law enforcement agency?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Is the alarm system in compliance with Americans with Disabilities Act (ADA) requirements, including provisions for hearing and/or visual impairments?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Is emergency lighting properly installed and functioning?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Are the alarm systems tested to ensure all areas of the school can hear the alarm when activated?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Fire Detectors, Alarms, Sprinklers, Extinguishers, and Safety Devices

1. Do all fire alarm and control system components meet local code and emergency responder requirements, are they maintained by qualified personnel, and are they in good working order?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Do smoke detectors have vandal-resistant features (e.g., tamper alarms or protective cages)?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Are fire extinguishers, pull stations, and standpipe cabinets located where they can be easily monitored?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are fire alarm pull stations easily accessible?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Do fire alarm pull stations have tamper-deterrent covers that emit warning sounds when lifted?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Do fire alarms have both audible and visible (strobe) features?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Can fire alarms be perceived and recognized as evacuation signals above ambient noise or light levels by everyone in the area?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

8. Are all fire sprinkler heads present?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**



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9. Are fire alarm panels inaccessible to unauthorized personnel?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

10. Are fire extinguisher location clearly marked by signage and easily accessible?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Stairs

1. Are stairwells uniformly and adequately lit, including exit signs?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are enclosed stairwells monitored, either electronically or by security personnel?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are stair risers enclosed to prevent persons under the stairs from grabbing the ankles of others using the stairs, or are under-stair areas completely blocked off?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

4. Number of Stairwells?

### Elevators

1. Is use and access limited to authorized individuals?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are video cameras installed in front of and within elevator cabs?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Is there emergency message capability?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Signage

1. Are school office and first aid/nurse office locations clearly marked?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are signs posted giving notice that surveillance cameras and recordings are in use or in periodic use to prevent liability issues arising from their presence?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

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## Entrances, Entrance Lobby, and Reception Area

1. Is the main point of entry at the front of the school readily identifiable?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
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2. Is the main entry, or a supervised and controlled designated secondary entry, the closest entry option for visitors approaching after parking?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
3. Do signs spell out behavioral expectations, access restrictions, and applicable local and state regulations?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
4. Is the number of building entrances kept to a minimum, and are all controlled or supervised?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
5. If there are multiple buildings on site, is there one main entrance per building?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
6. Does the main entrance area have a security vestibule?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
7. Can doors be electronically locked to block visitors' entry into the building?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
8. Does the reception area include adequate protective features (e.g., counter or desk to serve as a protective shield, panic or duress button to call for help, telephone, and radio base station if radios are used)?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
9. Do windows facilitate surveillance from the reception area, providing, on the outside, an unimpeded view of the main entry and drop-off and visitor parking areas?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
10. Do windows facilitate surveillance from the reception area, providing, on the inside, a view of the adjoining halls and stairwells and, preferably, the closest bathroom entries?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
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11. Is the school's main administrative area located off the reception area so administrators can see who is coming and going?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
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12. Is the reception area protected by bullet-resistant windows and walls, or does it have a rear exit or safe haven into which the receptionist can retreat?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

13. Are panic and duress alarm buttons installed in the main office?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

14. Are the areas inside and directly outside the main entrance uniformly and adequately lit?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Exits

1. Are the exit ways uniformly and adequately lit?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Is the number of building exits kept to a minimum, and are all controlled or supervised?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Is every passageway from corridors and stairs to the street clear of obstructions or impediments (e.g., empty cardboard boxes, carts, lawnmowers, steel racks, ball racks, stored equipment, electric cords, tools, lumber, hoses)?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are exit doors free of locks, chains, or fastenings that would prevent escape from inside the building?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Do areas required by the building or fire code to have two exits have, in fact, two functioning exits?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Are all exits and the routes to them clearly visible, conspicuously indicated, and reliably illuminated, with signs in appropriate languages, so everyone readily knows the direction of escape from any point?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Are exit signs distinctive in color and easily distinguished from decorations, finishes, and other signs?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

8. Do decorations or other materials obstruct the view of, or access through, any element of a means of egress?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

9. For exits that rely on passage through rooms or spaces, are those rooms and spaces never subject to locking and provide free passage at all times?



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**Yes                      No                      Not Applicable                      Not Assessed**

10. Are exit signs well-maintained, easily seen, and pointing in the right direction?

**Yes                      No                      Not Applicable                      Not Assessed**

11. Are exit doors equipped with push-bar exit devices flush to resist chaining?

**Yes                      No                      Not Applicable                      Not Assessed**

12. Are doors, passageways, or stairways that are neither exits nor leading to exits, but that can be mistaken for exits, marked with a "NOT AN EXIT" sign or similar designation (e.g., "To Basement," "To Store Room," "To Mechanical Room")?

**Yes                      No                      Not Applicable                      Not Assessed**

### Hallways, Corridors, and Common Areas

1. Are the hallways uniformly and adequately lit, with no dark or shadowed recesses?

**Yes                      No                      Not Applicable                      Not Assessed**

2. Are all hallways on the public address system?

**Yes                      No                      Not Applicable                      Not Assessed**

3. Are there clear sight lines that are maximized for natural surveillance and safety?

**Yes                      No                      Not Applicable                      Not Assessed**

4. Are corridor lighting controls protected from unauthorized use?

**Yes                      No                      Not Applicable                      Not Assessed**

5. Are recesses, niches, and blind corners visually exposed with windows, convex mirrors, chamfered (angled) corners, or surveillance cameras?

**Yes                      No                      Not Applicable                      Not Assessed**

6. Are recesses, niches, and blind corners shallow enough in depth not to serve as hiding areas or sealed off against illicit use?

**Yes                      No                      Not Applicable                      Not Assessed**

7. Are lockers, vending machines, trash containers, fire extinguishers, display cases, cabinets, and water coolers mounted flush with walls to avoid injury and allow natural surveillance, or do they have a low enough profile not to provide hiding places?

**Yes                      No                      Not Applicable                      Not Assessed**



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8. Do otherwise hidden corridors and stairwells receive visual surveillance through the placement of windowed administrative offices or other spaces occupied by adults or through the use of video surveillance equipment?

**Yes                      No                      Not Applicable                      Not Assessed**

9. Are exit signs well-maintained, easily seen, and pointing in the right direction?

**Yes                      No                      Not Applicable                      Not Assessed**

10. Are evacuation routes posted in hallways and common areas?

**Yes                      No                      Not Applicable                      Not Assessed**

11. Are evacuation routes customized or posted to match their positions in the building and protected from vandalism, graffiti, damage, or removal?

**Yes                      No                      Not Applicable                      Not Assessed**

12. Are lockers locked with school-owned padlocks or electronic pass cards?

**Yes                      No                      Not Applicable                      Not Assessed**

13. If locks are used, does the school retain ownership?

**Yes                      No                      Not Applicable                      Not Assessed**

14. Are unassigned or unused lockers secured or locked?

**Yes                      No                      Not Applicable                      Not Assessed**

15. Are lockers bolted in place and spread out?

**Yes                      No                      Not Applicable                      Not Assessed**

16. Are the number of containers and trash cans in hallways minimized?

**Yes                      No                      Not Applicable                      Not Assessed**

17. Are battery-powered lights present in hallways?

**Yes                      No                      Not Applicable                      Not Assessed**

18. Are all hallways kept clear and free of slip, trip, and fall hazards?

**Yes                      No                      Not Applicable                      Not Assessed**

19. Is a means of observation provided (e.g., convex-mirrors, teachers) during class change?

**Yes                      No                      Not Applicable                      Not Assessed**

20. Are common areas monitored for suspicious items (e.g., backpacks, briefcases, boxes)?

**Yes                      No                      Not Applicable                      Not Assessed**



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21. Do students have or wear a visible hall pass when not in class?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Restrooms

1. Are all restrooms on the public address system?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Are evacuation routes posted in the restrooms?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Classrooms

1. Is there two-way radio communication between the front office and classrooms and are all classrooms on the public address system?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Do door access devices such as master keys or proximity cards allow staff to gain quick entry to any room where students have secured themselves?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Can classroom doors always be opened from the inside for emergency egress purposes?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are exterior classroom doors made of metal or solid wood, with heavy-duty, vandal-resistant locks?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Does door and window security hardware allow egress from classrooms at all times?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Do sliding windows have lift-and-slide protection against burglars?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Are windows unobstructed by posters, pictures, or other posted materials?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

8. Do classroom windows enhance the visual surveillance of school grounds?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

9. Does door hardware allow staff to quickly lock classrooms from the inside, without having to step into the hallway?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**



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10. Can the fire alarm be heard sufficiently from each classroom?

**Yes                      No                      Not Applicable                      Not Assessed**

11. Are classroom doors locked when unoccupied?

**Yes                      No                      Not Applicable                      Not Assessed**

12. Are evacuation routes posted in classrooms, with primary and secondary routes?

**Yes                      No                      Not Applicable                      Not Assessed**

13. Are emergency procedures posted?

**Yes                      No                      Not Applicable                      Not Assessed**

14. Do classrooms have emergency supplies (e.g., first aid kit, classroom roster, signage) and are they easily accessible?

**Yes                      No                      Not Applicable                      Not Assessed**

15. Are classrooms for mobility-impaired students on the first floor, or are they otherwise easy to evacuate, without relying on elevators?

**Yes                      No                      Not Applicable                      Not Assessed**

### Portable/Modular Classrooms

1. Is there two-way radio communication between the front office and portable classrooms and are all portable classrooms on the public address system?

**Yes                      No                      Not Applicable                      Not Assessed**

2. Do door access devices such as master keys or proximity cards allow staff to gain quick entry to any room where students have secured themselves?

**Yes                      No                      Not Applicable                      Not Assessed**

3. Can portable classroom doors always be opened from the inside for emergency egress purposes?

**Yes                      No                      Not Applicable                      Not Assessed**

4. Are exterior classroom doors made of metal or solid wood, with heavy-duty, vandal-resistant locks?

**Yes                      No                      Not Applicable                      Not Assessed**

5. Does door and window security hardware allow egress from classrooms at all times?

**Yes                      No                      Not Applicable                      Not Assessed**

6. Are windows designated for escape readily operable and not blocked by grills or screens?

**Yes                      No                      Not Applicable                      Not Assessed**



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7. Are windows unobstructed by posters, pictures, or other posted materials?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

8. Do portable classroom windows enhance the visual surveillance of school grounds?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

9. Does door hardware allow staff to quickly lock portable classrooms from the inside, without having to step outside?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

10. Can the fire alarm be heard sufficiently from each portable classroom?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

11. Are portable classroom doors locked when unoccupied?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

12. Are students' names not visible from outside of the classroom?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

13. Are evacuation routes posted in portable classrooms, with primary and secondary routes?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

14. Are emergency procedures posted?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

15. Do portable classrooms have emergency supplies (e.g., first aid kit, classroom roster, signage) and are they easily accessible?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

16. Are portable classrooms surrounded by security fencing, but with direct access to the main school?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

17. Are portable classrooms reasonably close to the main school so that students are not forced to walk long distances between buildings?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

18. Are isolated portable classrooms monitored by a security camera or video surveillance system?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

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19. Are portable classrooms clearly and consistently identified with numbers, words, icons, or colors, without contradictory markings?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

20. Is access beneath portable classrooms restricted with grates, fencing, siding, or other material?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

21. Are spaces beneath the portable classrooms unsuitable for hiding people, contraband, weapons, or incendiary or explosive devices?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

22. Do windows from the main building overlook the school's portable classrooms and the pedestrian paths to them?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

23. Does the positioning, lighting, and screening maximize natural surveillance between and under portable classrooms?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Administrative Office

1. Does the main office have a windowless space or "safe room," with a lockable door and a telephone for emergencies?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Is there two-way radio communication between the front office and school resource officers/school-based law enforcement/security personnel?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Is there two-way radio communication between the front office and maintenance and custodial staff?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Is there two-way radio communication between the front office and transportation staff?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Are there controls for the public address system, which reaches all building occupants?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Are emergency phone numbers strategically placed in offices?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

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7. Are evacuation routes posted in administrative offices?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Nurse's Office and Health Services Center

1. Is there two-way radio communication between the front office and nurse's office/health services center?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Are all medical equipment and supplies locked in an observable area?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Are first aid kits regularly inspected and restocked?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are expiration dates of automatic external defibrillator (AED) pads and equipment regularly monitored?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Are evacuation routes posted in the nurse's office/health services center?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Are student medications positioned and stored to be moved quickly from the building during an evacuation?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### HVAC System

1. Are all rooms containing critical equipment identified by number, or simply as "Equipment Room," to provide less information to intruders?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Does the controller turn the HVAC on and off properly?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Is HVAC "Ducted" or "Non-ducted" System?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are control switches secured from tampering (keyed locks or keycards)?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

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## Mechanical Rooms

1. Are all rooms containing mechanical equipment identified by number, or simply as “Equipment Room,” to provide less information to intruders?

**Yes                      No                      Not Applicable                      Not Assessed**

2. Are critical utility systems and equipment secured and locked?

**Yes                      No                      Not Applicable                      Not Assessed**

## Custodial Closets and Storage Rooms

1. Are custodial and storage closets containing cleaning solvents or other potentially toxic materials, potentially hazardous tools, or master keys able to be securely locked?

**Yes                      No                      Not Applicable                      Not Assessed**

2. Are all rooms containing communications, fire, security, and other critical equipment identified by number, or simply as “Equipment Room,” to provide less information to intruders?

**Yes                      No                      Not Applicable                      Not Assessed**

3. Are all chemicals, poisons, and flammable materials stored properly, with appropriate National Fire Protection Association (NFPA) hazard diagrams?

**Yes                      No                      Not Applicable                      Not Assessed**

4. Are restricted areas marked as such?

**Yes                      No                      Not Applicable                      Not Assessed**

5. Are all containers, including spray bottles, properly labeled?

**Yes                      No                      Not Applicable                      Not Assessed**

## Electrical System

1. Are all rooms containing electrical equipment identified by number, or simply as “Equipment Room,” to provide less information to intruders?

**Yes                      No                      Not Applicable                      Not Assessed**

2. Are electrical panel access doors locked?

**Yes                      No                      Not Applicable                      Not Assessed**

## Sewer System

1. Are all rooms containing critical equipment identified by number, or simply as “Equipment Room,” to provide less information to intruders?

**Yes                      No                      Not Applicable                      Not Assessed**



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## Water System

1. Are all rooms containing water equipment identified by number, or simply as "Equipment Room," to provide less information to intruders?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

## Theater, Auditorium, and Performing Arts Center

1. Can the auditorium/performing arts center/theater be locked from the inside?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Is access to catwalks, scaffolding, and upper-level platforms limited and controlled?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Are doors equipped with push-bar exit devices resistant to chaining?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are evacuation routes posted in the auditorium?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Is there two-way radio communication between the front office and auditorium/theater/performing arts center and is the auditorium/theater/performing arts center on the public address system?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

## Library and Media Center

1. Is there two-way radio communication between the front office and library/media center?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Is the library/media center on the public address system?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. If the library/media center is used jointly by the school and the community, is there separate and secure access for school use and after-hours activities that further restricts access to and from other areas of the school?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are evacuation routes posted in the library/media center?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

## Gymnasium

1. Does the facility have separate, secure entrances for school use and after-hours activities?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**



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2. Is user access to the rest of the school controlled?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Are exit doors designed to allow for quick exit by large numbers of people?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Is a designated individual responsible for conducting a walk-through check and securing the facility after use by outside entities?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Can the gymnasium be locked from the inside?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Science Laboratories and Vocational Areas

1. Is there two-way radio communication between the front office and science laboratories and vocational areas and are all science laboratories and vocational areas on the public address system?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Do door access devices such as master keys or proximity cards allow staff to gain quick entry to any room where students have secured themselves?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Can science laboratory and vocational area doors always be opened from the inside for emergency egress purposes?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are windows unobstructed by posters, pictures, or other posted materials?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Does door hardware allow staff to quickly lock classrooms from the inside, without having to step into the hallway?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Can the fire alarm be heard sufficiently from each science laboratory and vocational area?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Are science laboratory and vocational area doors locked when unoccupied?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**



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8. Are evacuation routes posted in science laboratories and vocational areas, with primary and secondary routes?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

9. Are emergency procedures posted?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

10. Do science laboratories and vocational areas have emergency supplies (e.g., first aid kit, classroom roster, signage) and are they easily accessible?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

11. Are two emergency exits present, clearly marked and visible in rooms over 1,000 sq. feet?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

12. Do the teachers have direct surveillance over work and entry areas, with no visual obstructions?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

13. Are there master shut-off switches for water, gas, electricity, and hazardous machines and are they in clear view and easily accessible?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

14. Are chemical storage area doors marked "Hazardous Materials" or "Authorized Personnel Only"?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

15. Are all chemicals stored in appropriate containers that are labeled with the name, formula, and health hazards associated with the chemical?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

16. Are all solvents, paints, and chemicals stored and secured properly with accessible material safety data sheets for each material?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

17. Is an inventory or log maintained for chemicals and dangerous substances in use or used, including quantities, on a daily basis?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Other Campus Buildings

1. Is there two-way radio communication between the front office and other campus buildings?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**



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2. Do door access devices such as master keys or proximity cards allow staff to gain entry to other campus buildings?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
3. Are other campus building doors made of metal or solid wood, with heavy-duty, vandal-resistant locks?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
4. Do door and window security hardware allow egress from other campus buildings?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
5. Are windows designated for escape readily operable and not blocked by grills or screens?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
6. Can the fire alarm be heard sufficiently from other campus buildings?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
7. Are other campus buildings doors locked when not being used?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
8. Are evacuation routes posted in other campus buildings, with primary and secondary routes?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
9. Are emergency procedures posted?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
10. Do other campus buildings have emergency supplies (e.g., first aid kit, classroom roster, signage), and are they easily accessible?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
11. Are other campus buildings surrounded by security fencing, but with direct access to the main school?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
12. Are other campus buildings monitored by a security camera or video surveillance system?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
13. Are other campus buildings clearly and consistently identified with numbers, words, icons, or colors, without contradictory markings?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
  
14. Do windows from the main building overlook the other campus buildings?
 

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------



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15. Does the positioning, lighting, and screening maximize natural surveillance for other campus buildings?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

16. Is a designated individual responsible for conducting a walk-through check and securing all other campus buildings?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

## Security Policies, Procedures and Systems

### Cybersecurity

1. Does the school have a cybersecurity policy that align with best practices offered by the New Jersey Cybersecurity & Communication Integration Cell (NJCCIC)?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Are the school IT staff NJCCIC Members?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Building Access Control

1. Is access into the building(s) controllable through designated, supervised, or locked entry points, including windows and service entries?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Does the facility limit building access points?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Does the school have a designated primary point of entry/exit to each building?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Are the designated points of entry monitored to control building access, including student arrival and departure?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

5. Are there signs that direct visitors to designated building entrances and exits?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Do students have access to the school without direct staff supervision?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. Are all visitors required to enter through one designated entrance?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**



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8. Are all visitors required to wear a visitor's badge while on school property?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
9. Are visitors required to check in with the front office upon arrival and departure?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
10. Are visitors required to show picture ID when checking in with the front office upon arrival?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
11. Are visitors provided with dated, school-issued identification badges when on school grounds?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
12. Are visitor passes closely monitored?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
13. Are vendors and contractor personnel escorted throughout the facility?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
14. Is the sex offender registry used to screen visitors?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
15. Does staff confirm visitor identification and check against a student's emergency data card?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
16. Is attendee access to the rest of the school controlled during performances or sporting events?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
17. Is a key-control program established that monitors keys, entry cards, and duplicates?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
18. Is a key-control program audited at least annually?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
19. Where keyed locks are used, is a master key control system in place to monitor keys and duplicates?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|
20. Must employees sign a key log when a key is issued or re-issued?
- |            |           |                       |                     |
|------------|-----------|-----------------------|---------------------|
| <b>Yes</b> | <b>No</b> | <b>Not Applicable</b> | <b>Not Assessed</b> |
|------------|-----------|-----------------------|---------------------|



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21. Does the school have a secure key storage system in order to provide law enforcement officers with quick access to keys?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

22. Are photo identification badges issued to all teachers, administrators, students, and staff?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

23. Are students required to display the badge while on school property?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

24. Are teachers, administrators, and staff required to display the badge while on school property?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

25. Are students required to turn in photo ID at the end of the year or when they leave the school?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Security Monitoring

1. Are playground attendants clearly designated (e.g., vests) and first aid kits on hand during recess hours?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Are restrooms monitored by teachers, administrators, and/or staff regularly throughout the school day?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are trash cans emptied at the end of each school day?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

### Security Alarm System

1. Is there a security alarm system installed (e.g., intrusion detection and alarm system)?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

2. Is the security alarm system monitored?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

3. Are security alarms tested at least once every 6 months?

**Yes**      **No**      **Not Applicable**      **Not Assessed**

4. Does the security alarm system have a power failure backup?

**Yes**      **No**      **Not Applicable**      **Not Assessed**



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## Security Cameras and Video Surveillance Systems

1. Is there a security camera or video surveillance system installed (e.g., CCTV, IP cameras, digital camera integration)?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
2. Do the security cameras or video surveillance system cover areas external to the school?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
3. Do the security cameras or video surveillance system record to digital or tape devices?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
4. Are camera and video surveillance servers located in a secure location, so they can't be tampered with?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
5. Do cameras have an uninterruptible power supply, and are they connected to the building's emergency power supply?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
6. Is the surveillance system protected with adequate firewalls, so it can't be broken into?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
7. Is someone assigned the responsibility for viewing, changing the storage media, and storage of recordings?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------

## School Resource Officers, Security Personnel, and School-based Law Enforcement

1. Do staff monitor hallways, stairwells, and restrooms during school hours?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
2. Does school security personnel include an armed, school-based law enforcement officer or school resource officer?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
3. Are school security personnel stationed at a single school?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
------------	-----------	-----------------------	---------------------
4. Are school security personnel visible, and do they maintain a regular presence during school hours of operation?  

<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Not Assessed</b>
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5. Are school security personnel deployed during normal school hours of operation and special events?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

6. Are security personnel deployed to assigned areas to regularly inspect sensitive or critical areas (e.g., auditoriums or under stages, where items such as weapons or explosive materials can be hidden)?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

7. If the building is used after school hours, are security personnel present?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

8. Do security personnel dress in readily recognizable distinctive uniforms?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

9. Do security personnel regularly inspect and secure doors?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

10. Is there two-way radio communication between the front office and school resource officers/school-based law enforcement/security personnel?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Emergency Response Equipment

1. Are all emergency response equipment and supplies checked on a regular basis?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

2. Are emergency alarms tested on a regular basis?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

3. Are emergency supplies stored in a safe location that will be accessible after an emergency?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

4. Does the school have first aid supplies?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

### Communications

1. Are systems installed that provide two-way radio communication between teachers, staff, and administrators?

**Yes**                      **No**                      **Not Applicable**                      **Not Assessed**

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2. Are systems installed that provide communication with all people at the school, including teachers, staff, administrators, students, first responders, and visitors?

**Yes                      No                      Not Applicable                      Not Assessed**

3. Are two-way radio communication systems checked regularly?

**Yes                      No                      Not Applicable                      Not Assessed**

4. Is there a secondary means of communication at the school (e.g., bullhorns, hand-held radios)?

**Yes                      No                      Not Applicable                      Not Assessed**

5. Can cell phones be used to communicate within the building and to the outside world?

**Yes                      No                      Not Applicable                      Not Assessed**

6. Are a sufficient number of hand-held two-way radios or cellular phones available, accessible, and identifiable to school staff (e.g., principal, vice principal, front office staff, playground supervisors, bus drivers, custodians, lunch-duty staff, crossing guards, school resource officers)?

**Yes                      No                      Not Applicable                      Not Assessed**

7. Does the telephone system have an uninterruptible power supply (UPS)?

**Yes                      No                      Not Applicable                      Not Assessed**

8. Are back-up communication systems in place, in case there is a power failure?

**Yes                      No                      Not Applicable                      Not Assessed**

9. In consideration of possible power failure, is there two-way radio communication between the front office and all rooms and areas on campus?

**Yes                      No                      Not Applicable                      Not Assessed**

10. Will the public address system work during a power failure?

**Yes                      No                      Not Applicable                      Not Assessed**