

<u>Section E:</u>  <b>Business Management</b>	<b>Knox County Board of Education Policy</b>		
	Descriptor Term:  <b>Safety</b>	Descriptor Code:	Issued:
		<b>E-120</b>	<b>7/95</b>
		Reviewed:	Revised:
<b>1/25</b>	<b>5/24</b>		

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2 Within board policy, the Director of Schools/designee(s) and principal shall develop procedures for  
3 keeping school facilities safe and free from hazards. The District shall maintain controlled access points  
4 as required by law, including locked doors and monitoring, with features unique to specific schools  
5 provided in each school's safety plan. School level safety teams must be established in conjunction with  
6 the district safety team.<sup>1,2</sup>  
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8 All school employees are responsible for the safety of the school in which they operate and shall report  
9 current and potential hazards to their immediate supervisors. Violations of safety procedures are  
10 significant and are subject to the District's progressive discipline procedures.  
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12 Each principal is responsible for seeing that the practice of safety is a part of the instructional program of  
13 the school and that it is appropriately geared to students at different grade levels.<sup>3</sup>  
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15 The program shall include:

- 16 1. Fire prevention
- 17 2. Accident prevention
- 18 3. Uniform system of warning signals
- 19 4. Emergency drills such as, but not limited to, fire, school bus evacuation, severe weather,  
20 earthquake, bomb threat, intruders, and transition to virtual/remote learning.
- 21 5. Emergency closings
- 22 6. School bus safety
- 23 7. Traffic safety
- 24 8. Traffic and parking controls
- 25 9. Safety inspections
- 26 10. First aid
- 27 11. Disaster preparedness procedures for major emergencies
- 28 12. Any other safety plans which may be applicable to the particular school

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31 Only students assigned to the school, the staff of the school, parents of students, and other persons with  
32 lawful and valid business on the school premises shall enter onto the grounds or into the buildings of the  
33 schools during the hours of student instruction. All staff members shall report to the principal all persons  
34 appearing to be improperly on school premises.<sup>4</sup>  
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36 The principal shall secure assistance from law enforcement officials when he/she deems it necessary in  
37 order to maintain order or security during the school day or during extracurricular activities.  
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Legal References:

1. T.C.A. § 49-6-817.
2. T.C.A. § 49-6-804.
3. T.C.A. § 49-6-1003.
4. T.C.A. § 49-6-2008.

Cross Reference:

- Policy E-122 “Emergency Preparedness Planning and Training.”

Approved as to Legal Form  
By Knox County Law Director 3/18/2024  
*/Gary T. Dupler/Deputy Law Director*