

**All Personnel**

BP 4158

4258

**EMPLOYEE SECURITY**

4358

The **Governing** Board ~~of Trustees~~ desires to provide a safe and orderly work environment for all employees. As part of the district's comprehensive safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for providing ~~them with~~ necessary assistance and support when emergency situations occur.

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. **As appropriate**, the Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace. ~~In addition, the Superintendent or designee may initiate legal proceedings against any individual to recover damages for injury caused by the willful misconduct of that individual to the person or property of an employee or another person on district premises.~~

**The Superintendent or designee may pursue legal action on behalf of an employee against a student or his/her parent/guardian to recover damages to the employee or his/her property caused by the student's willful misconduct that occurred on district property, at a school or district activity, or in retaliation for lawful acts of the employee in the performance of his/her duties. (Education Code 48904, 48905)**

The Superintendent or designee shall ensure that employees ~~are trained~~ **receive training** in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques, **procedures for responding to an active shooter situation**, and crisis resolution.

The Superintendent or designee also shall ~~ensure that employees are informed~~ **inform teachers**, in accordance with law, of crimes and offenses committed by students who may pose a danger in the classroom. **(Education Code 48201, 49079; Welfare and Institutions Code 827)**

The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, communication devices that would enable two-way communication with law enforcement and others when emergencies occur.

**Use of Pepper Spray**

Employees ~~may~~ **shall** not carry or possess pepper spray on school property or at school activities. ~~On a case-,~~ **except when authorized** by case basis, however, the Superintendent or designee ~~may allow~~ **for self-defense purposes**. **When allowed, an employee ~~to~~ may only** possess pepper spray ~~that meets the requirements of~~ **in accordance with administrative regulations and** Penal Code 12403.7 ~~when justified by unusual dangerous circumstances.~~ **22810**. Any employee who is

negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

### **Reporting of Injurious Objects**

The Board requires employees to take immediate action upon being made aware that any person is in possession of ~~an~~ **weapon or** unauthorized injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the potential danger involved and, ~~based upon this analysis,~~ shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately call 911 and the principal

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.