

District Public Safety & Emergency Preparedness Council

Summary of Discussion on Classroom Door Locks

Background:

The Council was asked to consider issues and data related to classroom door locking mechanisms.

Analysis:

The Council considered the status of locking mechanisms and the districtwide facilities standards. We then developed tasks and a timeline to help us organize the review and develop a recommendation. After detailed analysis, it became clear that the implementation of the facility standards may have been misunderstood. These standards were developed for new construction and also to be used on remodeled spaces.

There apparently has not been a plan to consider changing the classroom locks on rooms that are not identified for replacement or remodel in the current facility plan.

Recommendations:

- New construction and remodeled classrooms should continue to follow the most recent (2015) standards – The team reviewed the standards and discussed that these were developed during comprehensive districtwide discussions with college and district facilities teams, architects and other constituents.
- Electronic locks or dual locks, provide a safer solution and we recommend that this standard be followed and the implementation be monitored by the facilities teams. - The standards should be periodically reviewed to consider updated security measures, best practices in the field and should be updated as needed. There was much discussion about whether the inside locks are the right solution given the varying types of potential threats, possibly providing a false sense of security and potentially creating security challenges. These standards give the option of electronic locks or flip-latch locking mechanisms. The council recommends that the flip-latch option should be removed from the standards.
- Existing classrooms not scheduled to be remodeled or replaced:
 - Use Districtwide Fusion Inventory to identify the classrooms at each site that are not scheduled to be improved, replaced or do not follow the current standard.
 - Once identified, electronic locks and/or dual locks should be installed depending on the long term anticipated use of the facility. This should be done over a phased in timeline with a target completion of July 2021,
 - Develop a cost estimate for the implementation needed and forward to Business Managers Team to identify funding.
 - District-wide Facilities Team will be responsible for the implementation of this recommendation and will provide periodic updates to the Public Safety Council quarterly.

Definitions

- **Dual Locks**- Allow for locking down a classroom without trapping people inside. Also allows for emergency personnel to open the door from the outside with a key.
- **Electronic Locks** – Automatic locking door mechanism which can be locked or unlocked utilizing a fob access card.
- **Flip Latch**- A small lock on the inside of doors which prevents anyone from entering. Due to emergency personnel not able to unlock these from the outside with a key, the flip latch was found to be unsafe and ineffective for other emergencies, such as fires.