KCSD
Kenton County School District | *It's about ALL kids.*

THE KENTON COUNTY BOARD OF EDUCATION
1055 EATON DRIVE, FORT WRIGHT, KENTUCKY 41017
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Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:
1/25/18

AGENDA ITEM (ACTION ITEM):
Crime Prevention Through Environmental Design (CPTED) Principles - Scott Phase IV   Enc.

APPLICABLE BOARD POLICY:
Capital Construction Process – 702 KAR 4-160

HISTORY/BACKGROUND:
Pursuant to KRS 158.77 Crime Prevention through Environment Design (CPTED) principles must be reviewed when constructing a new school building or when renovating an existing school building.

FISCAL/BUDGETARY IMPACT:
All costs are included in the renovation cost for the construction project.

RECOMMENDATION:
It is recommended that the Crime Prevention through Environment Design (CPTED) Principles be approved for the Scott High School Phase IV Project.

CONTACT PERSON:
Rob Haney, Executive Director of Operations and Finance

_____   *Rob Haney*   _____
  Principal   *Director*   *Superintendent*

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.
Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

Crime Prevention Through Environmental Design
CPTED Principles Checklist for Kentucky Public Schools

KRS 158.447, Required review of Crime Prevention Through Environmental Design (CPTED) principles prior to school construction or renovation.

The Kentucky Department of Education shall require a local board of education to review CPTED principles when constructing a new school building or when renovating an existing school building. Effective: June 25, 2013

Keeping Kentucky's schools as safe as possible begins with prevention. As such, when planning to build a new school or renovate an existing school building, a critical level of security can be provided when specific principles and guidelines are considered. CPTED standards are designed to encourage review and consideration of best practices in physical plant safety and security.

Any effort local school officials can make to enhance the safety of children and school employees must be considered as being of paramount importance.

Listed below are specific topics for school officials and local boards of education, in cooperation with their design professionals, to consider when beginning the planning process for new construction:

District Name: Kenton County School Dist. **District Code:** Kenton County School Dist.

Facility Name: Scott High School

Project Name: Phase IV Renovation

BG Number: 18-038

1. What risks and opportunities do students encounter between home and school?

	Yes	No	Remarks
Are crosswalk locations hazardous?		✔	
Can physical surveillance of the campus be improved?		✔	Extensive camera system

2. What risks and opportunities are posed on the school property and areas directly adjoining school property?

	Yes	No	Remarks
Traffic Related		✔	
Are student drop-off areas separated from school buses and other forms of transportation?	✔		Drop-off separated from buses. Currently routes through parking lot. Changes in future phase.
Are parking lots separate for staff, students, and visitors with appropriate signage?		✔	Additional signage and parking in future phase.

	Yes	No	
Is adequate signage provided to direct visitors to the primary entrance of the building?	✔		
Is the parking lot positioned in areas adequate for surveillance (physical and electronic)?	✔		
Are walkways positioned for adequate surveillance from within the building?	✔		
Is adequate external lighting provided?	✔		
During renovations, consider surrounding hazards	✔		
Is access to school property controlled by fencing, walls, signs (territorial, directional, and regulatory)?		✔	Signage only. Portions fenced. Size of property renders full fencing unrealistic.
Do solid walls, fences, trees, and hedges block surveillance or attract graffiti? (3/7 rule – bushes trimmed 3 feet or shorter, trees cut 7 feet high)		✔	
Are possible evacuation sites available? Do they have telephones, bathrooms, heat, securable areas?	✔		Football field and field house.

3. Can the office staff observe approaching visitors before they reach the school entry?

	Yes	No	Remarks
Is the office located adjacent to the main entry?	✔		
Does anything block the view? (Sculpture, landscaping features)		✔	
Do windows allow natural surveillance of approaching visitors?	✔		
Does the office layout allow staff to see approaching visitors from normal working positions?	✔		
If poorly located, can new locations for the office be identified and the office moved?			Not applicable

4. Do staff members have the physical ability to stop visitors from entering?

	Yes	No	Remarks
Is there an airlock or sally port vestibule?	✔		Established in Phase 2A
Is it difficult for staff members to lock entry doors in an emergency?		✔	Perimeter doors under auto-timed control via access control system.

	Yes	No	Remarks
Can staff use an emergency electronic lock button?	✔		Access control system can be placed in lock-down at any time.
Do staff members use keys? Are they required to go outside the room in order to lock the door?		✔	Classroom locks can be locked from interior.
Is the primary entrance secured, monitored and identified with appropriate signage?	✔		
Do counters or windows protect office staff?		✔	Not hardened
If threatened, can office staff retreat to safer locations?	✔		Interior rooms
Do staff members have panic button alarms?		✔	
Can intruders gain access any other way than through the main entry?		✔	All perimeter doors on access control system.
Are all exterior doors numbered?		✔	Future phase doors are not.
Can those secondary entries be locked, staffed, and otherwise controlled?	✔		
Is an alarm system in place? What triggers the alarmand what happens then?	✔		Automated call to monitoring service.

5. How well can people see what is going on inside the school?

	Yes	No	Remarks
Can office staff and others see activity in immediately adjacent areas, as well as up and down hallways? Can they see over the heads of crowds using mirrors, cameras, raised areas?	✔		
Do blind corners, niches, unlocked and unattended rooms block surveillance?		✔	
Can access to hidden areas be denied? Can those areas be locked off?			Not applicable
Would convex mirrors help? If yes, where?			Not applicable
Can internal windows be uncovered, or blinds be opened, to improve surveillance?	✔		
Can first responders see what is going on in the building?	✔		

6. Do staff members have immediate lockdown capability in classrooms and other locations?

	Yes	No	Remarks
Can rooms be used as safety areas in emergencies? If yes, which ones?	✔		

Is it difficult to lock each room in an emergency?		✔	
Is a key required to lock the classroom door?	✔		
Does a person have to step into the hallway to lock the door?		✔	
Will classroom doors lock automatically when closed?		✔	
Is there a two-way intercom or telephone in each room?	✔		
Are there secondary emergency exits available from each room?		✔	

7. Are there identifiable or predictable trouble spots or high-risk locations? (These locations may have already been addressed in #1-6. This serves as a fail-safe measure, to see if any locations have been missed, and require more specific recommendations.)

	Yes	No	Remarks
Climbing hazards (trees, ladders, etc)		✔	
School boundaries		✔	
School grounds		✔	
Playgrounds			Not applicable
Driveways		✔	
Bike racks			Not applicable
Main entry area		✔	
Secondary entryways		✔	
Main office		✔	
Hallways (specify which ones)		✔	
Courtyards		✔	
Classrooms		✔	
Temporary classrooms		✔	
Gymnasium		✔	
Locker rooms, locker bays, locker halls		✔	

Toilets		✔	
Library		✔	
Cafeteria		✔	
Loading docks and dumpsters		✔	
Custodial receiving and storage areas		✔	
Boiler room		✔	
Auditorium		✔	
Art rooms		✔	
Science labs		✔	
Preschool or Head Start classrooms			Not applicable
Music rooms		✔	
Special education rooms		✔	
Computer/technology rooms		✔	
Family/Consumer science rooms		✔	
Technology education rooms		✔	
Agriculture classrooms/labs			Not applicable
Time-out rooms		✔	
Meeting or conference rooms		✔	
Informal or formal gathering areas		✔	
Roof		✔	
Crawl spaces		✔	Not applicable
Surveillance equipment closet		✔	
Key control		✔	
Lighting problems indoors or out		✔	

8. Security Technology

	Yes	No	Remarks
Are access control devices used?	✔		
Are electronic access control devices being used?	✔		
Do emergency workers have easy access when needed?	✔		
Are surveillance cameras used?	✔		
Is a monitoring station provided? Can they be viewed off-site?			It is possible to make the system accessible, not currently configured
If yes, are cameras maintained, protected from vandals, functional, and of adequate quality?	✔		

9. Miscellaneous

	Yes	No	Remarks
Is hallway lighting positioned perpendicular to the walls?	✔		
Are stairwells lit adequately?	✔		
Is appropriate directional signage provided for other areas than the primary entrance (gym, theatre, stadium, etc)?		✔	Gym and auditorium signage in future phase.
Are emergency call stations or panic alarms provided?		✔	

Notes:

Kentucky Licensed
Design Professionals: _____   Date: _____
                                            Signature
Kentucky Registered Engineer: _____   Date: _____
                                            Signature
Kentucky Landscape Architect: _____   Date: _____
                                            Signature
Superintendent or
Board Designee: _____   Date: _____
                                            Signature