

Property Protection & Security During a Shutdown

District Sites Shut Down as a Result of COVID-19 Tips for Safety and Security During the Shutdown Period

- **Ensure** all walls, fences, bollards and gates are in good condition and functioning properly
- **Inspect** playgrounds regularly for damaged or vandalized components – particularly playgrounds that are shared with the public
- **Use** good signage to prohibit playground use when schools are closed
- **Schedule** to ensure the site is inspected on a limited but regular basis
- **Trim** any overgrown bushes or trees that are adjacent to the site that could conceal the presence of an intruder
- **Enhance** exterior lighting to limit blind spots on the exterior of the site
- **Add** or enhance signage to the site perimeter and the exterior of buildings related to the presence of alarm and camera surveillance systems
- **Ensure** alarm and camera systems are functioning properly and can be remotely monitored
- **Relocate** or securely store valuable equipment and files containing sensitive personal identification information
- **Do not use** signage that indicates where valuables are located or stored
- **Consider** adding extra site security during the shutdown period
- **Consider** limiting access to your site to only essential personnel by recovering issued site keys, temporarily disabling key cards or fobs and adjusting codes for keypad entry systems