

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:** December 9, 2019

**To:** Principals, Vice Principals, and Division and Department Heads; Area Superintendents

**Subject:** GUIDELINES FOR KEYS AND WALKIE-TALKIE RADIOS FOR SDEA MEMBERS

**Department and/or Persons Concerned:** Principals, Vice Principals, Division and Department Heads; Area Superintendents

**Due Date:** None

**Reference:** None

**Action Requested:** Review guidelines and implement

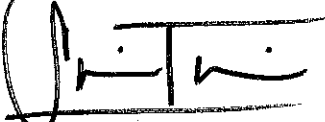
**Brief Explanation:**

The purpose of these guides is to provide alignment between the district service departments and all school sites. Understanding the increased safety concerns nationally and recognizing that all staff are responsible for their safety and the safety responses for all personnel on a given site, we believe that personnel who are directly responsible for the safety of students must have sufficient resources on site should an emergency arise on the campus. This includes access to ingress and egress as well as minimum lines of communication.

In alignment with our Collective Bargaining Agreement, Article 11, between the District and San Diego Educators Association, we will ensure our educators are equipped accordingly and are provided the guidelines for appropriate use.

Jim Solo  
Executive Director  
Leadership and Learning

**APPROVED:**



Sofia Freire  
Chief, Leadership and Learning

JS:cm

**Attachments:** 1. Guidelines for Keys  
2. Guidelines for Walkie-Talkie Radios