

CAMPUS ACCESS CONTROL CHECKLIST

SCHOOL:

CAMPUS EXTERIOR PERIMETER

Completed By: _____ Date: _____

ACCESS CONTROL AREAS	STATUS	YEAR	NOTES
Panic Alarm System Within Greenspace Areas			
Categorization of ALL Exterior Openings			
Policy Established for Control of Exterior Openings			
Key Control Procedures			
Staff Trained on Door Protocols			
Visitor Management Process Training			

BUILDING PERIMETER

Completed By: _____ Date: _____

ACCESS CONTROL AREAS	STATUS	YEAR	NOTES
All Exterior Doors Secured With Lock or Exit Device			
Patented/Restricted Key System			
Key Management System			
Cylinder Dogging with Indicator			
Door Status Monitoring			
All Visitor Entry Exterior, Interior and Office Doors Secured With Remote Release and Audio/Video Door Entry System			
Electronic Access Control of Primary Entrances			
Mobile Credentials for Emergency Responders			
Electronic Access Control of Tertiary Openings			

CLASSROOM INTERIOR

Completed By: _____ Date: _____

ACCESS CONTROL AREAS	STATUS	YEAR	NOTES
Classroom and Shelter-in-Place Doors Lockable From Inside			
Classroom Doors Closed and Locked When Occupied			
Locks with Visual Indicator			
Stand-Alone Electronic Locks with Fob			
Networked Electronic Locks			