
RESPONSE TO INTRUSION ALARMS PROCEDURE (PSS-P002)

Sacramento City Unified School District

1.0 SCOPE:

- 1.1 This procedure discusses the process that is used for District Police Officers responding to intrusion alarms at District sites.

2.0 RESPONSIBILITY:

- 2.1 Police Services

3.0 APPROVAL AUTHORITY:

- 3.1 Supervisor Police

Signature

Date

4.0 DEFINITIONS:

- 4.1 Intrusion Alarm System – Alarming of all exterior doors, windows, and installation of motion detectors in classrooms and offices.
- 4.2 Alarm reports – Documentation of the intrusion alarm and observation of what was found by the officer at the site.

5.0 PROCED