

Aiphone Security System

The Aiphone controls front door security and regulates access into the school facility. The Aiphone also allows staff to communicate easily and efficiently with visitors while keeping the school safe while staff confirms the identity of the visitor with a crisp audio and clear close up video.

Activation Process:

The Aiphone system in your school has been installed and connected to the KEY SCAN SYSTEM. The Aiphone system works in conjunction with the locking activation of the front door. Set your door locking system, through the KEY SCAN PROGRAM to the following:

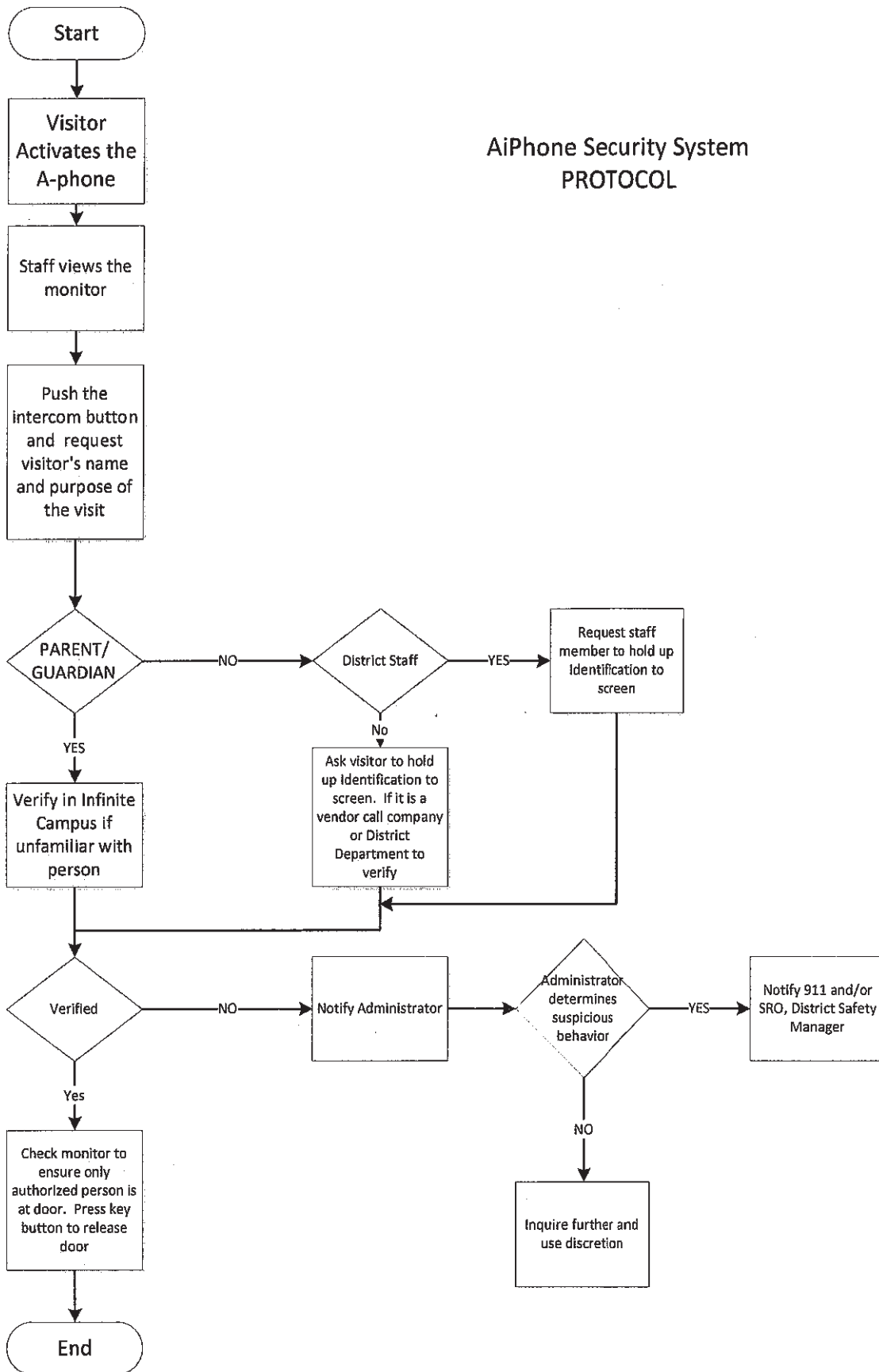
- All exterior doors should be locked no later than 15 minutes after the start of school.
- You may modify the time you have the front entrance unlocked based on certain school functions. However, the front entrance should, for the most part, remain locked during the course of the school day.
- If an exterior door is unlocked for passing period or lunch, a staff member must be within line of site of the door until it is locked.

If you have questions regarding the security protocols please contact Stacy Davis at 720-339-1476. If you need assistance with programming your KEY SCAN PROGRAM, please contact Bill Stirling at 303-435-8699

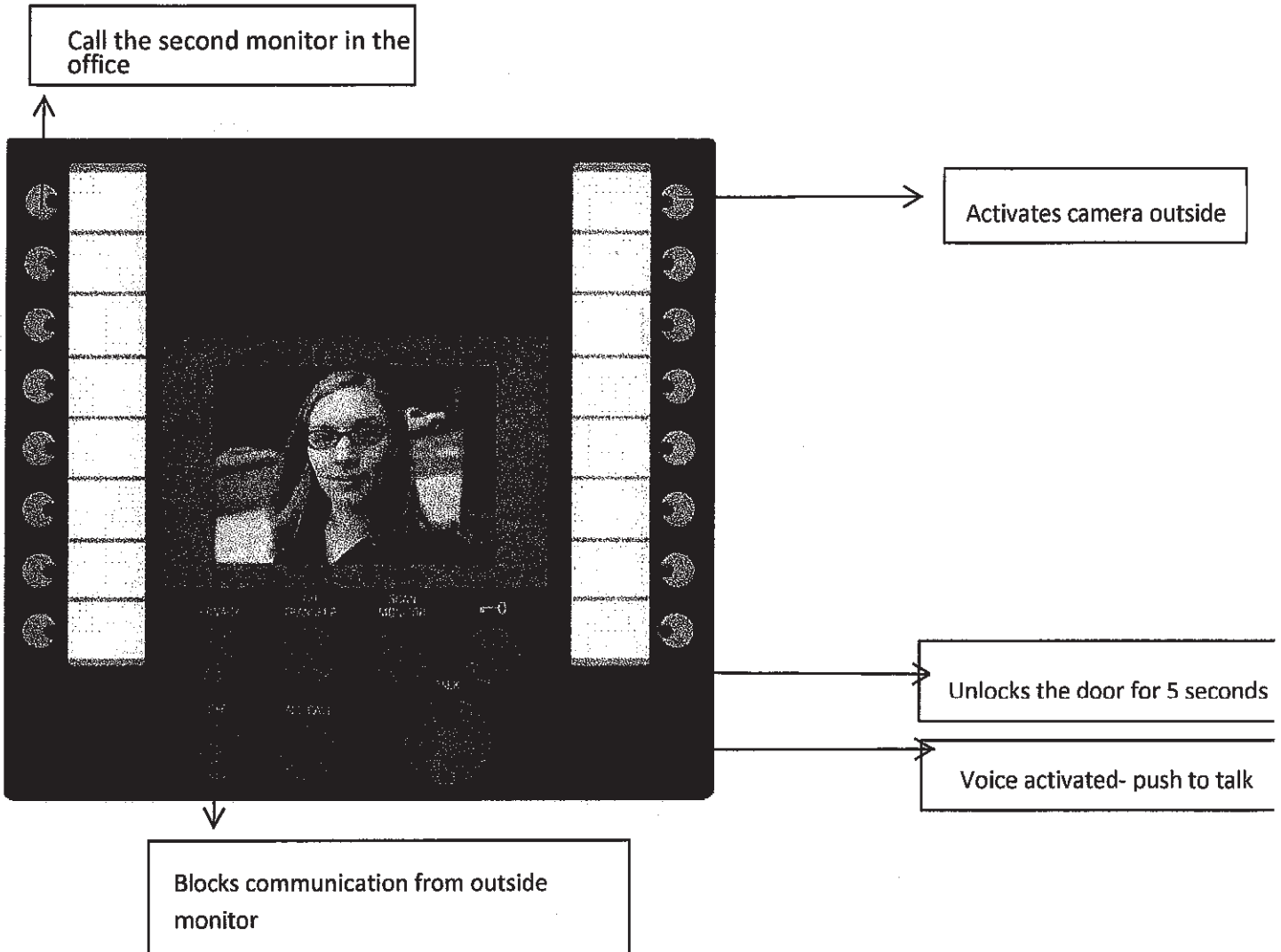
Communication to Parents/Guardians

It is important that communication occur between the school administration and the parents/guardians regarding the new security system. The Superintendent will be including some of the new security initiatives in his Superintendent's Parent/Guardian Update sometime this week. Information will also be posted on the District website. Schools are encouraged to include information about the new system and what parents can expect in school newsletters and other forms of regular communications.

iPhone Security System PROTOCOL



Office Staff Desktop Display



Additional Considerations:

- The door only unlocks for 5 seconds, some visitors may require additional time to access the building. It is recommended that you push the key button twice for individuals needed additional time.
- An additional camera has been installed to assist office staff in gaining a broader view of the front entrance. It is recommended that you monitor the additional camera for any unauthorized or suspicious individuals.
- Once a visitor has entered the building they still must follow the proper sign in procedures.