

REPORTING BREAK-INS

When a break-in has been discovered, Colorado Springs School District 11 (the District) staff will report this discovery to law enforcement and to the District's Security Department. The conditions of the building are to remain as found until law enforcement arrives.

The principal of a school or the Director or designee at a non-school based location, will file a written report of a break-in with the District's Security Department. This report should describe fully the probable time of the break-in, time of discovery, who made the discovery, conditions as found, and damage or losses. In the absence of the principal, the building manger should file the report.

Approved September 1972
Revised June 23, 1982
Revised January 1985
Revised March 13, 2013
Reviewed September 9, 2015

LEGAL REFS.: C.R.S. 9-1-101 through 9-1-106
C.R.S. 22-3-101 through 22-3-104
C.R.S. 22-32-109.1
C.R.S. 22-32-110 (1) (k)
C.R.S. 22-32-124 (2),(3)
C.R.S. 24-10-106.5

CROSS REFS.: ADD, Safe and Secure Schools
ADD-R-1, Safe and Secure Schools Plan
ADD-R-2, Safe and Secure Schools – Threat Assessment Protocol
DM, Cash in School Buildings
DM-R, Regulation to Policy DM, Cash in School Buildings
EBCA, Disaster Plans
ECA/ECAB, Security/Access to Buildings
ECA/ECAB-R, Access to Buildings (Keys), Regulation to Policy ECA/ ECAB,
Security/Access to Buildings
GBGB, Staff Personal Security and Safety
JIH, Student Interrogations, Searches, and Arrests
JICDE, Bullying Prevention and Education
KLG, Relations with Law Enforcement Authorities