

# Pine Eagle School District 61

Code: **ECAA**  
Adopted: 6/04/90  
Readopted: 12/10/01  
Orig. Code(s): 412

## **Access to Buildings**

The superintendent will control access to district buildings as appropriate and necessary to protect property, students and personnel.

Appropriate and necessary keys will be issued to authorized personnel only. Those persons become solely responsible for the safekeeping and custody of that issue at all times and are required to promptly return the key(s) issued upon the request of the supervisor.

Under no circumstance will duplicate keys be made without the express permission of the district superintendent. The loss of a key shall be reported immediately to the district office.

END OF POLICY

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### **Legal Reference(s):**

[ORS 164.205 - 164.270](#)

[ORS 332.107](#)

[ORS 332.172](#)