

High School Parking Lot Security Expectations

In addition to the specifications included in the bid for Parking Lot Security Services, the administration, in concert with each campus principal or designee, has determined other specific expectations for the successful bidder in this process. Those expectations follow:

Primary Focus:

- Student and vehicle safety and security
- Securing the student and faculty parking lots from intruders
- Regulating student traffic in and out of the parking lots during school hours

Task Expectations:

- Patrol parking areas
 - Be mobile as directed by campus administration
 - Be visible to students and non-students
- Monitor students and vehicles entering and leaving parking areas during school hours
 - Inspect to see that students leaving have proper passes
 - Monitor to see that all vehicles have a valid parking sticker
 - Direct tardy students to the office for proper check-in
- Regularly radio to campus administration regarding position and activities
 - Report any suspicious or unauthorized activity
 - Request administrative or law enforcement assistance as required
- Open and close gates to parking areas as determined by building administration
- Place and pick up traffic cones to regulate traffic as necessary
- Tag vehicles that do not have current parking stickers
- Assist as appropriate during drug dog sweeps of parking areas

Additional Information:

Each campus is constructed uniquely, and parking arrangements, ingress and egress are different at each. With this in mind, campus administration, within the scope of the contract, will direct the activities of the security service on their campus to best meet the individual campus needs.