



Core Service: Security Operations

- Provide safe learning environments for students and staff
- Conduct random searches in all CPS buildings
- Assist building administrators and police in capturing video footage of incidents on school property
- Provide safety and security support to all CPS administrators, staff and School Resource Officers (SRO) as needed or requested

Core Service: Investigations

- Conduct internal investigations of alleged incidents involving staff and students, as directed by Security Services Supervisor
- Maintain 5 years of investigations on file
- Provide support for General Counsel and Human Resources (HR) as requested
- Assist HR in conducting interviews for perspective candidates for the position of Security Assistant

Core Service: Security ID Badge Maintenance

- Require all individuals working or volunteering in CPS to have criminal background checks and CPS identification badges
- Track CPS badges to assure all are in compliance with CPS Board policies
- Track and deactivate badges when individuals leave CPS or badge expires
- Manage all non-personnel CPS background checks

Core Service: School Safety

- Administer up-to-date A.L.i.C.E. (active shooter) training for all CPS employees every school year
- Maintain school radios in proper working order and keep a master file
- Maintain documentation of required School Safety Drills and any necessary follow up to building administrators
- Liaise with building administrators on school safety issues