

FAQ for Security Staff during School Closure

- 1) I only have one security officer at my school and they do not want to work. Do they need to take a leave day?

Security Officers are deemed emergency employees and are required to work if they are needed. The exceptions to this are if an employee is ill or if they have a family member at home that they need to care for, otherwise, otherwise we are directing them to report to work. Security Officers who report to work will receive a 50% premium on top of their regular pay for days they report to work

- 2) How many hours should security work per day?

Principals have the discretion to manage the security needs of their building based on their individual school's schedule. For most schools, this will be aligned with the hours that the food service workers are in the building.

- 3) We have more than two security officers in our building - Can we offer up opportunities to our officers who wish to support other schools?

YES - please have them fill out this [form](#). Security Officers will be placed at schools in nearby geographic locations for this deployment.

- 4) Part time security officers (PT CPD) – do they work and if no, will they get paid?

They are deemed hourly employees, however, if they are a part of your emergency (critical) security team, they should work. For those schools that have PT CPD officers and also already have FT CPS security officers, the PT CPD officers should not work. If they do not work, similar to substitute teachers, they will be paid based on their average hourly number of hours paid since January 2, 2020. See the [HR Guidance for COVID-19 Closure](#) for more information.