



## School Safety Personnel Requirement for School Districts

### Frequently Asked Questions

**Updated as of November 12, 2024**

About this Document:

This guide provides an overview of questions and answers regarding the [School Safety Personnel](#) requirement for school districts and the waiver process, which opened on November 6, 2024. Responses will be provided as PCCD staff are able to process questions.

Please refer to the two guidance documents below for additional information:

- [August 8, 2024 School Security Personnel Guidance](#) (Training Breakdown)
- [November 6, 2024 School Security Personnel Guidance](#) (Waiver Process Instructions)

Have a Specific Question that Isn't Covered by the Responses Below?

Please contact PCCD staff at [RA-CD-SSSC@pa.gov](mailto:RA-CD-SSSC@pa.gov) with 'School Security Personnel' in the subject line.

## 1. Clarifications

- 1.1. Are we required to submit a waiver for each day or instance that the school security personnel (SSP) is absent and a substitute SSP can't be provided? For example, if the SSP had been absent 5 times during the year, and for 3 of those absences, there was not an SSP provided, we would have submitted 3 waivers?

**Answer:** No. School districts are not required to submit a waiver for each instance of an absence. If a school district anticipates they may have a temporary absence due to illness during the year for which "back-up" coverage would not be available (which, if they have only one full-time person, is possible), they may want to consider proactively applying for a waiver. The school district only needs to apply once, and the waiver is good to cover them the entire year in the event their full-time personnel is not available, or an appropriately credentialed substitute is not available.

- 1.2. The form does not give an option for having hired an SRO who still needs training. I have an SRO who was hired in May. He has not been able to get the training. He applied to host the training at our school district. Do you still want me to complete the waiver?

**Answer:** Yes. The options on the form are those provided for by law. PCCD recommends selecting the option that best corresponds with your school security personnel type (in this instance, the option related to an SRO) and then providing the rationale (in this instance, difficulty in meeting the training requirement) in the designated question and response field on the form (question #11).

- 1.3. We plan on meeting the SSP requirement shortly, within the next 4-5 weeks. Do we still need to apply for a waiver?

**Answer:** If at any time during the 2024-25 school year your school district cannot meet the fundamental obligation of Section 1316-C (i.e., supplying at least one, full-time properly trained school security personnel for your school district during the school day), you should apply for a waiver. You may supply your rationale in question #11 on the waiver form.