



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / Albany, NY  
12234

Christina Coughlin, PhD.  
Assistant Commissioner  
Office of School Governance, Policy, and Religious and Independent Schools

Kathleen R. DeCataldo, Esq  
Assistant Commissioner  
Office of Student Support Services

February 18, 2022

**To:** BOCES District Superintendents  
Superintendents of Public Schools  
Public School Administrators  
Charter School Administrators  
Nonpublic School Administrators

**From:** Christina Coughlin, PhD.

Kathleen DeCataldo, Esq,

**Subject: SCHOOL SECURITY and DOOR HARDENING**

The New York State Education Department, (NYSED) is committed to the safety and protection of all students, staff, and visitors in New York school buildings. Under state law, NYSED is responsible for ensuring that school buildings are compliant with the fire and building code, are regularly inspected

**Acceptable Door Hardening Products:**

Many door hardware manufacturers provide products that meet the need to secure a classroom door quickly and easily from inside the classroom or other space in a school building while complying with the requirement to allow free egress from the space. The Office of Facilities Planning recommends consultation with a commercial door hardware supplier who is well versed in the code. Examples of acceptable products include:

Classroom security function door hardware that allows a lock to be secured from inside a classroom, while still allowing free egress from the inside and entry from the outside with the use of a key or other approved means which are readily available at similar cost as traditional classroom function locksets. A door lock with a push-button lock on the interior, that when engaged, does not prevent the door from being opened from the inside is one example.

Door

**Funding:** Funding for compliant door hardware is available through building aid reimbursement and the NYSAFE Act claim process. The NYSAFE Act claim process does not require submission to the Office of Facilities Planning for approval.

Please see this link to the NYSAFE Act Guidance Document on our website:

<http://www.p12.nysed.gov/facplan/documents/NYSAFEActImplementation.pdf>.

**Further Research:** The challenges of maintaining the balance between safety from hostile intruders and the need to maintain free exit from the building has been recognized by national organizations such as Partner Alliance for Safer Schools (PASS). This organization has done extensive research and has developed resources on this topic here: <https://passk12.org/classroom-door-barricade-device-resources/>.

If you have additional questions or concerns, please contact the Office of Facilities Planning at: (518) 474-3906 or [emscfp@nysed.gov](mailto:emscfp@nysed.gov).

**APPENDIX:** The applicable sections of the Uniform Code and Manual of Planning Standards cited below seek to ensure that the means used to lock a door do so in a safe manner.

**2020 Fire Code of New York State (2020 FCNYS)**