



Virginia Center for School and Campus Safety
2025 Virginia School Safety Inspection Checklist

Web Form School Safety Checklist Instructional Walkthrough Guide

Purpose of the Tool

The digital checklist supports Virginia school divisions in completing school safety inspections using CPTED principles as mandated by the *Code of Virginia*. Designed for mobile use with autosave and export tools.

Completing the Form

Fill in your division, school, name, and title. Select a zone and category to begin responding to checklist items.

Navigating Between Sections

Use the 'Next Category' and 'Previous Category' buttons to move through the checklist. Each item has three fields: Meets Standard, Priority, and Notes.

Viewing the Summary

Click 'View Summary' to review all entered responses organized by zone and category. Helpful for final review before downloading.

Downloading Your Results

Select 'Download CSV' to save your checklist as a spreadsheet (compatible with Excel and Google Sheets).

Best Practices for Field Use

Use a mobile device or tablet. Add the checklist as a home screen shortcut for app-like access. Export your data before closing the browser.

Saving Progress (Autosave Info)

Your input is automatically saved in the browser's memory as you type. Refreshing the page won't erase your progress.

Restarting or Clearing Responses

Use the 'Clear All Responses' button if you need to reset the checklist before starting a new walkthrough.

For support on the web:

www.dcjs.virginia.gov/virginia-center-school-and-campus-safety/virginia-school-safety-audit-program

Or email: safetyaudit@dcjs.virginia.gov