

K-12 E911 Compliance Checklist

Use this checklist to confirm your district's phone system meets Kari's Law and the RAY BAUM'S Act — before an emergency puts it to the test.

Direct Dial to 911

Kari's Law

- ☐ Every extension — classroom, office, and common-area phone — dials 911 directly, with no prefix or access code required.
- ☐ Softphones and mobile app extensions used by staff on campus dial 911 the same way as desk phones.
- ☐ 911 dialing works during a network or internet outage via a documented failover path.

On-Site Notification

Kari's Law

- ☐ A 911 call triggers an immediate notification to front office staff, security, and/or the school resource officer.
- ☐ The notification includes the originating extension, room, and a callback number.
- ☐ Notification recipients are reviewed and updated each school year as staff roles change.

Dispatchable Location

RAY BAUM'S Act

- ☐ Every extension is registered to a specific building, floor, and room — not just a district-wide address.
- ☐ Location updates automatically when a phone, softphone, or extension is moved or reassigned.
- ☐ Multi-building campuses and satellite sites are distinguished by name, not lumped under one location.

Testing, Records & Governance

Ongoing compliance

- ☐ 911 test calls are scheduled and logged on a recurring basis, with results kept on file.
- ☐ Extension-to-location mappings are reviewed each semester and after any renovation or room change.
- ☐ IT and facilities coordinate before any campus expansion so new rooms get a dispatchable location on day one.

VitalPBX includes Kari's Law and RAY BAUM'S Act compliance features out of the box, with dispatchable location down to the room level.

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This checklist is for informational purposes only and does not constitute legal advice. Kari's Law and the RAY BAUM'S Act carry additional state- and carrier-specific requirements — consult legal counsel to confirm compliance for your district.