

School Resource Officers

I. Policy

It is the policy of this agency to provide School Resource Officers (SRO) for deployment in schools within our jurisdiction. School Resource Officers will be fully certified law enforcement officers and will receive specialized training as a School Resource Officer within one year of assignment. School Resource Officers from our agency will perform the duties of an SRO as defined by the National Association of School Resource Officers. Those duties comprise the following three (3) roles:

(A) Law Enforcement Officers

- (1) Augment crime and delinquency prevention by identifying risk factors and sharing information with other law enforcement and security personnel
- (2) Serve as a positive community policing role model
- (3) Enforce laws, ordinances, and policies and investigate criminal behavior
- (4) Provide on-site crisis/emergency response to disasters, safety threats, etc.
- (5) Provide security at school functions
- (6) Work closely with school officials to develop school safety and critical incident response plans

(B) Teachers/Administrators

- (1) Develop safety and crime prevention programs and curricula
- (2) Provide classroom instruction to students
- (3) Establish partnerships with specific programs such as DARE, SAVE, and GREAT
- (4) Work closely with other components of the juvenile justice system such as probation officers
- (5) Coordinate with school staff and seek opportunities to promote educational programs that will expand the students' understanding of law and the role of law enforcement in society.

(C) Advisors

- (1) Communicate openly with students regarding rights, responsibilities, concerns, and unacceptable behavior.
- (2) Make referrals to community programs, social services, in-school programs, etc.
- (3) Act as a liaison to parents, school staff, and community leaders.

- (4) Assist in the development and implementation of school safety and crisis response plans.

II. Procedures

(A) Recruitment/Selection/Staffing

- (1) The agency should establish criteria to select school resource officers.
- (2) The agency may consult with school officials regarding the selection process.
- (3) It shall be the policy of this agency not to use the position of the SRO as a disciplinary assignment but to seek out those employees most suited for the assignment.
- (4) The agency will attempt to ensure that SRO assignments are for a minimum period of three years with the following exceptions:
 - (a) An SRO assignment shall not inhibit promotional opportunities.
 - (b) Unavoidable staffing needs may shorten the length of the assignment.

(B) Training

- (1) Once the SRO is selected and assigned, this agency will ensure that the officer selected receives formal training as an SRO within one year of the assignment.
- (2) SROs will be required to attend all mandatory agency training including firearms qualifications. Every attempt shall be made to schedule such training to minimize his/her absence from the school.

(C) Uniforms and Appearance

- (1) SROs will wear the **uniform of the day** while in the school setting. If the SRO is attending a school event where casual dress is appropriate, the SRO shall be armed and carry badge and identification.

(D) Attendance Requirements

- (1) If it is necessary for the SRO to be off campus during regular school hours, the SRO shall notify the school principal or his/her designee.
- (2) SROs shall be required to attend after school events whenever possible, including sporting events, PTA meetings, dances, etc.
- (3) SROs are required to attend all court proceedings for which they are subpoenaed.

(E) Performance

- (1) SROs shall be subject to all of the policies and procedures of this agency. The agency head or his/her designee must clear any deviation from the policies and procedures in advance.

- (2) SROs will be evaluated by their supervisor at least annually. The supervisor shall solicit the input of the school principal or his/her designee prior to completing the evaluation.
- (3) An SRO may be removed from his/her assignment by the agency or at the request of the school principal where the SRO is assigned.

(F) Interaction with Students

- (1) SROs are prohibited from fraternizing with any student regardless of his/her age. Any contact with a student off campus, other than school sponsored events or happenstance encounters in a public place, is prohibited.

(G) Response to Student Criminal Activity

- (1) SROs are expected to respond to all criminal activity on the school campus and take the appropriate action, involving other law enforcement officials when necessary.
- (2) SROs investigating a crime that occurred on campus should follow existing agency policy.
- (3) When an SRO needs to question a student who is a witness or a suspect, the SRO should conduct the interview with the cooperation of and in the presence of a school official. In an emergency, the SRO may conduct the interview without the presence of a school official.
- (4) For an SRO to physically search a student, existing rules of criminal procedure apply, i.e. reasonable suspicion or probable cause. In the event a school official initiates a search, the SRO may assist with the search to protect the safety of the school official.
- (5) When an SRO takes a student into custody, normal agency arrest procedures shall be followed. The SRO shall ensure that parental notification is made for any student arrested who is under the age of 18.
- (6) SROs shall cooperate in the investigation of crimes that occur off campus involving a student or school staff member.

(H) Transportation of Students

- (1) SROs shall not transport students in their official vehicle unless:
 - (a) They are under arrest;
 - (b) They are a victim of a crime;
 - (c) They are truant and being returned to school; or
 - (d) An actual emergency exists.
- (2) SROs are to follow existing agency policies when transporting a student.

The procedures described above are a generic model for use as a guide by law enforcement agencies in preparing an SRO procedure for their agency. State law and school district policies should be reviewed to ensure that specific details are not in conflict.

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