

Regulation

LOCAL UNITS

Relations with Local Police Officials

- A. The principal of each school will endeavor to establish a continuing cooperative relationship with the law enforcement officials;
- B. Local police officers will be encouraged to visit the schools on regular tours of duty so that their presence in the schools is helpful and non-threatening;
- C. Police should be encouraged to take active roles as resource persons in school programs in order to bring them into direct contact with students and to impress students with the positive aspect of police protection and security;
- D. Police officers may be invited to participate in such programs as substance abuse, bullying, and family life education;
- E. At the same time that he or she works toward a liaison with the police and assists the police in the necessary performance of their responsibility to enforce the law, the principals will explain to the police their legal responsibility as protector of the rights and interests of the students enrolled in the school as appropriate.

Liaison Officer Roles and Responsibilities

The liaison officers appointed by the board of education shall:

- A. Facilitate communication and cooperation between the school and the law enforcement agency;
- B. Identify issues or problems that arise in the implementation of board policies related to safety and security and facilitate the resolution of such problems (see board policies: 3517 Security, 3516 and 5142 Safety, 5131.6 Substance Abuse, 5131.5 Violence and Vandalism, 5131.7 Weapons and Dangerous Instruments, 5145.11 Questioning and Apprehension and 5145.12 Search and Seizure);
- C. Act as the primary contact person between the schools and the law enforcement agency;
- D. Cooperate with the law enforcement agency in developing training programs and other joint efforts, including information exchanges and joint speaking engagements;
- E. Maintain communications with school staff members charged with intervention and prevention efforts;
- F. Maintain communications with the liaison officer appointed by the law enforcement agency; and
- G. Report regularly to the chief school administrator on matters relating to school district and law enforcement cooperation.

Summoning the Police in an Emergency

- A. Police may be summoned to the school by the principal, or in the absence of the principal, the staff member in charge of the school building;

LOCAL UNITS (regulation continued)

- B. If the principal or staff member in charge is not immediately available in an emergency situation, the police may be summoned by any staff member with direct knowledge of the emergency, who shall report the summoning of the police to the principal or chief school administrator as soon as possible;
- C. The telephone number for the police department shall be prominently displayed at every telephone in the school that has a direct outside line;
- D. If possible, a staff member or adult volunteer should be dispatched to meet and guide responding officers. If offenders are to be arrested, staff members shall cooperate with the police in obtaining the necessary warrants;
- E. Police officers should be summoned to the school when:
 - 1. An incident involving the use, possession, or distribution of alcohol or drugs occurs;
 - 2. When evidence indicates that a crime has been committed; When a violation of the weapons free school zone occurs; When a breach of the peace occurs;
 - 3. In cases of vandalism when appropriate;
 - 4. When fire is detected and the fire department summoned; When there is reason to believe a hate crime has occurred; When a bomb threat has been received;
 - 5. When the school is threatened by a toxic hazard; In serious medical emergency;
 - 6. When a visitor to the school is serious disruptive and refuses the principal's order to leave the premises;
 - 7. When there is a terrorist threat to the schools, staff, or students; or
 - 8. In any other instance when the principal or staff member in charge has reason to believe that persons or property are in jeopardy.
- F. An emergency call to the police should include:
 - 1. Name, title, and authority of the caller;
 - 2. Name and location of the building in which the emergency has occurred; and A brief description of the emergency.

Planned Security Protection

- A. By September 1st the principals will provide the police department with a calendar of events for each school for the year and shall update the calendar when necessary;
- B. The chief school administrator shall review with the police any scheduled events for which police assistance is needed. The review will include:
 - 1. The number of officers needed;
 - 2. The responsibilities to be assumed by the officers; and
 - 3. The remuneration, if any, each is to receive.

Adopted: January 20, 2005
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See also: 6114 Emergency and Disaster Preparedness