|  |  |
| --- | --- |
| **School Resource Officer (SRO)** | Related Policies: |
| *This policy is for internal use only and does not enlarge an employee’s civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.* |
| Applicable State Statutes: **KRS Chapter 600-645** |
| KACP Accreditation Standard: |
| Date Implemented: | Review Date: |

# SCHOOL RESOURCE OFFICERS (SROs)

# PURPOSE

1. The \_\_\_\_\_\_\_\_\_\_Police Department School Resource Officers (SRO’s) are dedicated to addressing a safe school environment by providing law enforcement services at designated \_\_\_\_\_\_\_ Public Schools locations. SRO’s should:
2. Act as liaisons between the school district and the police department.
3. Respond to criminal activity and disturbances on school property.
4. Promote positive relationships between police officers, students, staff, faculty, parents and legal guardians.
5. Mentor, educate and provide law enforcement services to students, faculty and staff.

1. **AGREEMENT**

The law enforcement agency[[1]](#footnote-1) and the governing board of the school district will complete a memorandum of understanding (MOU) prior to assigning any SRO’s per KRS 158.441.

# DEFINITIONS

# School Resource Officer (SRO) Means a sworn law enforcement officer who has specialized training to work with youth at a school site. KRS 158.441(2)(a)(1).

#

# SELECTION AND ASSIGNMENT

1. The selection process for SRO’s shall be in accordance with the current department policy for assignments.
2. The assignment to schools will be based on the needs of the department and the school district.
3. SRO’s are assigned to a designated supervising officer of the agency.

# TRAINING

1. SRO’s must comply with the training requirements set forth in KRS chapter 158 and required by DOCJT.
2. After March 11, 2019, any new appointment to an SRO position will successfully complete the SRO I training within the first year after appointment.
3. After March 11, 2019, the SRO will successfully complete SRO II and SRO III training within the subsequent two (2) years.
4. Any school resource officer who fails to successfully complete training requirements within the specified time periods, including any approved time extensions, shall lose his or her school resource officer certification and shall no longer work in a school.
5. A school resource officer who has lost school resource officer certification due solely to the officer’s failure to meet training requirements of this section may regain certification status as a school resource officer and return to a school setting upon successful completion of the training deficiency.

# GENERAL DUTIES

1. The SRO’s duties include, but are not limited to, the following:
2. Providing a visible deterrent to criminal activity on school property.
3. Promoting a safe and secure environment on school property.
4. Responding to criminal activity and disturbances on school property.
5. Investigating crimes occurring within their assigned school property or stemming from incidents occurring at the school property.
6. Participate and collaborate in the development of the school’s crime prevention programs, if requested and subject to departmental approval.
7. Being a positive role model to the students.
8. Supporting faculty and staff, when requested, and when circumstances necessitate a law enforcement response.
9. **SRO’s** **will not enforce administrative or disciplinary rules** **enacted by the school district, individual schools, administrators or faculty**. This includes, but is not limited to:
	* + - 1. Failure to follow classroom rules or disrupting class.
				2. Dress code violations.
				3. Failure to carry a hall-pass or other appropriate identification.
				4. Failure to participate in, or being unprepared for, class.
				5. Truancy, excessive tardiness, or cutting class.
				6. Possession or use of pagers, cell phones, or other electronic devices.
				7. Possession of other inappropriate personal items.
				8. Public displays of affection or other inappropriate touching.
				9. Verbal altercations.

# SHIFT SCHEDULE

1. SRO’s will work hours and days consistent with the hours of operation of the school to which they are assigned. Generally, these hours of operation are from:
2. 0700 to 1500 hours for \_\_\_\_\_\_middle and high schools.
3. 0800 to 1600 hours for \_\_\_\_\_\_ elementary schools.
4. SRO’s will remain in the school during normal school operating hours and are only permitted to be off school property with supervisory approval and/or exigent circumstances exist. Preplanned training or meetings do not require supervisory notification.

# EXTRACURRICULAR ACTIVITIES

The employment of SRO’s at extracurricular activities or school events outside of normal school operating hours will be conducted in accordance with the MOU or department policy on secondary employment.

# ARRESTS

1. An SRO may take a juvenile into custody at his/her discretion with probable cause. The SRO shall comply with all statutory requirements and departmental policies regarding juveniles.
2. An SRO may arrest an adult at his/her discretion. The arrest shall be in accordance with applicable arrest statutes and departmental policies regarding arrests.

# RESPONSE TO RESISTANCE

1. Any use of force shall comply with the department Response to Resistance Policy.
2. If an SRO is involved in a use of force incident, he/she shall immediately notify a department supervisor to respond to the school for investigation and reporting per the department policy.

# INVESTIGATING INCIDENTS INVOLVING STUDENTS

1. Investigations by SRO’s or other officers will be in accordance with the current MOU between the department and the school district along with applicable local, state and federal laws.
2. SRO’s or other officers should not routinely conduct investigations pertaining to criminal activities unrelated to the operation of the school, on the school premises, during school operating hours. Such investigations should be limited to only those in which a delay might result in danger to any person or the destruction of evidence. In such cases, the officers should obtain prior approval from a department supervisor and the principal or another designated school official before beginning such an investigation on the school premises.

# INTERVIEWING STUDENTS

1. Interviews by SRO’s or other officers will be in accordance with the current agreement between the department and the school district along with applicable local, state and federal laws. The following procedures will apply:
	* + 1. If an officer is investigating allegations that a student is the victim of dependency, neglect or abuse, the SRO will consult with the school official before any notification to the student’s parent/guardian that the interview has occurred or will occur.
			2. If an officer is investigating allegations that a student is the victim or witness to a crime occurring off school property and unrelated to the operation of the school, then the SRO should weigh the need to immediately interview the student versus the interruption to the student’s educational process.
			3. If an officer is investigating allegations that a student is the victim of or witness to a crime occurring on school property or during a school-sponsored event, the SRO should interview the student as soon as possible. Notification to a parent/guardian should be made as soon as practicable in accordance with the MOU between the department and the school district.
			4. The notification of a parent or guardian may be disregarded in cases where the parent or guardian is suspected of perpetrating the crime against the student.

# INTERROGATING STUDENTS

1. Interrogations by SRO’s or other officers should be in accordance with the current MOU between the department and the school district along with applicable local, state and federal laws.
2. Prior to interrogating a juvenile, the officer will advise the juvenile of his/her constitutional rights. KRS 610.200(1).

1. When officers seek to interrogate a student, who is a suspect in a crime occurring off school property, unless an exigency exists, the officer should conduct the interrogation off of school property and outside of school hours. The student should not be removed from the school to conduct the interrogation.
2. When officers seek to interrogate a student, who is a suspect in a crime occurring on school property, the officer should interrogate immediately if there is an imminent threat to the health or safety of the school, student(s), staff or faculty or other person(s). If there is no imminent threat, the officer can allow the school official to conduct an administrative investigation outside of the officer’s presence prior to any interrogation. The officer can then proceed with the investigation as he/she would any other investigation.
3. When an SRO is involved or if a school administrator is working in concert with the SRO in obtaining incriminating statements, the student must be advised of his/her Miranda warning.

# SEARCHES

1. All searches of persons and/or property will be in accordance with current constitutional procedures and case law.
2. Although school personnel may conduct a search based on reasonable articulable suspicion, absent consent, SRO’s and other law enforcement officers need probable cause to conduct a search.
3. SRO’s must act independently from the school personnel. SRO’s cannot use school personnel as an agent in conducting searches.

# BODY WORN VIDEO (BWV)

* 1. **School Resource Officers/Recording in Schools and/or Educational Facilities**:
1. Video/Audio captured by an SRO implicates a number of privacy issues related to juveniles.
2. SRO SHALL not release any audio / video recordings to school personnel.
3. All request for audio / video recordings captured by SRO will be submitted to the custodian of records.
4. Custodian of records will not release without a proper review by legal authority. (reference KRS Chapter 600-645)
1. Ex. An agreement with a city police department would be subject to approval by the local city government. [↑](#footnote-ref-1)