



School Resource Officers roles and responsibilities

Operational & Security Services, 2016-17

Points of Clarification for Administrators and School Resource Officers

Suggested areas of SRO involvement at school

<p>1. ENGAGEMENT</p> <p>A. Guest assistant in classes</p> <ul style="list-style-type: none"> a) Book reader b) Lab partner <p>B. Class lessons/info sessions on law enforcement topics like curfew, career, traffic safety, etc.</p> <ul style="list-style-type: none"> a) Other topics such as bully prevention, cyber citizenship or substance abuse must be coordinated with district subject matter experts. <p>C. Lunch table engagement / conversation groups</p>	<p>2. SITUATIONAL AWARENESS (connection to issues in the community)</p> <p>A. Community incidents that may impact the school day-purely informational in order to maintain a safe environment</p> <p>B. Any outside investigation must follow MPS Policy 5620 and Procedures</p>	<p>3. PUBLIC SAFETY</p> <p>A. Fight/Dangerous Situation in conjunction with staff response:</p> <ul style="list-style-type: none"> a) Immediately remove the audience b) Call for assistance c) Verbally address the situation and de-escalate when safe to do so
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Administrators ask these questions before bringing an SRO into an incident:

<p>1. Does the incident fall in the expectations around referral to law enforcement?</p> <p>2. Outside of referral, why are you involving the SRO?</p> <ul style="list-style-type: none"> a) What are you asking of your SRO, e.g., consultation, information sharing, etc.? b) How will involving law enforcement help resolve the incident? <p>3. Is bringing in law enforcement consistent with other similar incidents?</p>	<p>Example 1:</p> <p>1. SRO was USED APPROPRIATELY:</p> <ul style="list-style-type: none"> a) Student brings a weapon to school. b) Student seriously injures another student in an assault or fight. 	<p>Example 2:</p> <p>INNAPROPRIATE use of SRO:</p> <ul style="list-style-type: none"> a) Using the SRO because administration is “fed up.” b) To “scare” a student into doing the right thing. c) To justify an admin transfer request.
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District Expectations on Referral to Law Enforcement

MPS believes that student behavior should not be criminalized and referral to law enforcement should be the last option, but we do recognize that there are situations where the administrator’s investigation would find that referral to law enforcement may be appropriate. The list below is meant as a guide for referral to law enforcement. **Documentation of any referral to law enforcement must be documented in Discovery.**

<p>Physical:</p> <ul style="list-style-type: none"> • Criminal Sexual Conduct • Physical Assault that requires emergency medical services (ambulance) <ul style="list-style-type: none"> ○ Elementary - we would not refer to police, parents can consult with the SRO ○ Middle/High schools - refer to the police after investigation then inform the victim’s parents • Robbery <ul style="list-style-type: none"> ○ Elementary - we would not refer to police, parents can consult with the SRO ○ Middle/High schools - refer to the police after investigation then inform the victim’s parents • Large-scale fights (6 or more combatants) or requires emergency medical services (ambulance) <ul style="list-style-type: none"> ○ Elementary - we would not refer to police, parents can consult with the SRO ○ Middle/High schools - refer to the police after investigation if determined there are outside influences causing an ongoing conflict 	<p>Drugs/Alcohol:</p> <ul style="list-style-type: none"> • Sale or possession of items to facilitate sales (large quantities, baggies, scale, other paraphernalia) • Repeated possession of illegal drugs • Repeated possession of prescription medication outside of prescription guidelines <p>Weapons:</p> <ul style="list-style-type: none"> • Possession • Intent, type, and age must be considered prior to referral • Use of a weapon • Elementary: Determine type of weapon and any injury • Middle: Parents will be consulted first and can request a referral • Secondary: Refer to the police for joint investigation then inform the victim’s parents 	<p>Property:</p> <ul style="list-style-type: none"> • Theft <ul style="list-style-type: none"> ○ Under \$500: If property cannot be recovered victims parents will be consulted ○ Over \$500: Only if property cannot be recovered • Vandalism/Damage <ul style="list-style-type: none"> ○ Under \$500: We would not refer, parents can consult with SRO ○ Over \$500: Referral would depend on circumstances <p>Terroristic Threats:</p> <ul style="list-style-type: none"> • Consult with your SRO and/or MPS’ Operational & Security Services to determine credibility of the threat • Bomb • Verbal • Written <p>Other:</p> <ul style="list-style-type: none"> • Burglary • Arson • Homicide
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Decision-making checklist

MPS school administration maintains primary responsibility for response to student behavior as long as it is safe to do so. **MPS staff should be the primary responder** to most situations and **must conduct a thorough investigation whether or not the situation is referred to law enforcement**. If a law enforcement officer is already involved either by chance or called in to assist in de-escalation, then the **law enforcement officer should discuss the situation with the school administration** as soon as is practical.

- Does the conduct fall within the guidelines for referral to law enforcement?
- Is there a victim to consider?
- If the student receive special education services and have we followed the IEP/BIP as written?
- Is this a repeated behavior by the student and if so has a success and safety plan been written and followed?
- Have you considered the totality of the circumstances?
- Is a referral a consistent outcome for this behavior for all students?

Referral to law enforcement can lead to a wide variety of outcomes. There are multiple points where supports can be provided or the case can be diverted out of the criminal justice system by the police or county attorney.

Tips for responding to student fights

Schools often have questions about staff responsibilities in situations of student fighting or violence. **Because each situation is unique, MPS does not have a specific district-wide policy about student fights**. However, please review the procedures that are a part of your **site emergency plan for guidance**. The following are critical discussion points to have with your team as you create your site response plan.

1. Start with good, **active supervision and awareness** of the warning signs that allow you to prevent a student fight before it starts

2. **If a fight starts**, take the following actions:
- a) Most importantly, ensure the safety of students and staff.
 - b) Notify building administrator and/or designated response staff.
 - c) Activate emergency protocol plans. Work together as a team.
 - d) Limit the number of people in the area. Encourage students to go back to class.
 - e) Start by using verbal intervention, moving to physical intervention only if necessary to

3. **After the incident**, building administrators are responsible for:
- a) **Documenting** all activities witnessed by staff.
 - b) Dealing with the event according to district's discipline policy and school's discipline practices, student IEPs, and the District's Restrictive Procedures Plan.
 - c) Notifying the parents/guardians of

	<p>protect the safety of students or staff.</p> <p>f) If staff know that a student involved in the incident is a student with an Individual Education Program (IEP), only staff trained in Crisis Prevention Institute's Nonviolent Crisis Intervention (NCI) can use a physical hold/restraint on the student unless the risk of harm is such that immediate action is necessary.</p> <p>g) It is recommended that only staff trained in NCI be used for holding/restraining general education students as well unless the risk of harm is such that immediate action is necessary.</p>	<p>students involved in the fight.</p> <p>d) Assessing counseling or support needed by witnesses or participants. Implementing post-crisis procedures, as needed.</p>
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Appropriate Physical Interventions

Regarding the appropriate and inappropriate use of physical intervention, **by law, staff are protected from liability if reasonable force is used to restrain a student** when a student's actions put the student or others at risk of immediate bodily harm and/or in order to prevent them from immediate bodily harm.

For students with an IEP, the limitations of the Restrictive Procedures law and the District's Restrictive Procedure Plan apply.

In general, **physical intervention of "force" should only be used as a last resort and should never be used to punish students. (Intent & Intensity)**

All staff members have the opportunity to take the **Crisis Prevention Institute training on Nonviolent Crisis Intervention.** Schools likely already have someone in their building who is already NCI trained; consult with them as part of your planning or contact Operational & Security Services for support.

Questions and Technical Assistance

<p>If you have questions or would like further consultation on District Expectations on Referral to Law Enforcement, or Reasonable Force and response to fights, contact:</p> <p>Jason Matlock, Director Operational & Security Services 612-668-0178 Jason.Matlock@mpls.k12.mn.us</p>	<p>For assistance with student behavior definitions refer to the behavior standards policies and definitions or contact:</p> <table border="0"> <tr> <td data-bbox="737 1570 1136 1799"> <p>Kevin Bennett Principal on Special Assignment Positive School Wide Engagement 612.668.0860 Kevin.Bennett@mpls.k12.mn.us</p> </td> <td data-bbox="1136 1570 1510 1799"> <p>Christopheraaron Deanes Positive Behavior Coordinator 612-668-1838 Christopher.Deanes@mpls.k12.mn.us</p> </td> </tr> </table>	<p>Kevin Bennett Principal on Special Assignment Positive School Wide Engagement 612.668.0860 Kevin.Bennett@mpls.k12.mn.us</p>	<p>Christopheraaron Deanes Positive Behavior Coordinator 612-668-1838 Christopher.Deanes@mpls.k12.mn.us</p>
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