

# SCHOOL RESOURCE OFFICER

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MASSACHUSETTS POLICE ACCREDITATION STANDARDS REFERENCED: 44.2.4	

## **44.2.4 SCHOOL RESOURCE PROGRAM**

The purpose of this directive is to provide guidelines regarding the School Resource Officers (SRO) role and responsibilities.

The SRO program is designed to provide school administrators and staff with law enforcement resources and expertise in order to maintain safety and order in the school environment. The program is also intended to reduce juvenile delinquency and promote positive behavior from students, as well as provide delinquency prevention, mentoring and a positive role model to students

### **1. Policy:**

It is the policy of the Hopkinton Police Department to maintain a School Resource Officer program that provides a law enforcement presence at Hopkinton Public Schools.

SROs shall serve as liaisons between the faculty and students of their respective schools and the Department.

An SRO's assigned school building, grounds and surroundings will be the equivalent of his/her patrol area. An on-duty SRO shall have primary responsibility for handling calls for service and coordinating the response of other police resources to his/her school.

Whenever a SRO is on-duty at a school, patrol officers and detectives who need to contact a student at that school should coordinate their activities with the SRO.

## **2. Duties:**

A. The SRO's primary duties are to:

- a. Address crime and disorder problems, drug activity, gangs, violence and other activities that adversely affect the proper learning environment of their assigned schools.
- b. Assist in the investigation of crimes committed by any person(s) within their school and by juveniles within the Town.
- c. Work closely with the school department and other agencies needing assistance with students.
- d. Educate students on alcohol, drug and tobacco awareness, crime prevention and safety, conflict resolution and mediation, and the law enforcement profession.
- e. Offer information to Department members about school crime and delinquency problems.
- f. Provide security at school events.
- g. Provide on-site emergency response to safety threats or disasters.
- h. Monitor the school's social environment to identify emerging youth criminal activity and gangs.
- i. The S.R.O. will act as court prosecutor for all Juvenile court related matters.

The SRO will operate in cooperation with school staff, but shall not interfere in school matters. School authorities should handle infractions of school rules and policies. The SRO shall be available

for assistance and consultation regarding these matters, but school officials maintain responsibility for the enforcement of school rules and regulations.

The SRO is encouraged to attend school social and sporting events, school council, Youth Commission and PTO meetings, as resources allow.

### **3. Advisory Issues:**

Within their role of advisor to the school, SROs may:

- a. Counsel or mentor students, and make appropriate referrals to community programs, social service agencies and in-school programs
- b. Act as a liaison to parents and parent groups, school staff and community leaders, and
- c. Communicate openly with students regarding rights, responsibilities, concerns and unacceptable behavior.

### **4. Response to Calls:**

SROs are expected to respond to criminal activity and calls for service at their school when they are working, unless already engaged in a call. All calls for service shall be properly documented in the CAD system.

SROs will follow applicable Department directives when investigating a crime or responding to a call for service on school grounds.

Officers responding to calls for service or investigating criminal activity at a school will make every effort to inform the school principal of the incident as soon as possible.

### **5. Searches:**

- A. Searches of students or their effects will follow Department guidelines.
- B. In cases of an "Administrative Search" by school officials, the SRO should not be involved unless specifically requested to do so by school officials to provide security, protection or proper handling of

evidence or contraband. Such searches shall be at the direction and control of school officials.

## **6. Custody Issues:**

If an officer takes a student into custody on school grounds, he/she will:

- a. Follow all applicable Department policies for detainee custody and transportation
- b. Notify the school principal prior to the arrest whenever practical, or as soon as possible after the arrest is made, and
- c. Ensure that the student's parent or guardian is notified where the student is 17 years of age or younger.

## **7. Field Trips:**

SROs may accompany school groups on appropriate field trips. The SRO will notify his/her supervisor prior to taking part in any trip outside of the Town.

## **8. Training:**

Recognizing the specialized nature of their duties, the Department will send officers assigned to SRO positions to a SRO training program whenever possible.

SROs will attend all other required Department training.

## **9. Prohibited Conduct:**

An SRO will not arrange or schedule a private off-campus meeting with a student unless the SRO's supervisor approves such activity.