

	<p style="text-align: center;">BRIDGEPORT POLICE DEPARTMENT</p> <p style="text-align: center;">POLICY AND PROCEDURE GENERAL ORDER</p>	Distribution	General Order Number
		ALL PERSONNEL	<b>6.11</b>
		Original Issue Date	Reissue/Effective Date
		11/19/19	3/2/20
<p>Order Title:</p> <p><b>SCHOOL RESOURCE OFFICER</b></p>		Accreditation Standard: POSTC: 3.4.8	Section
		6	
		Section Title INVESTIGATIVE FUNCTIONS	
<p>Rescinds:</p>		<b>Armando J. Perez. Chief of Police</b>	

*This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting*

## I. PURPOSE

The purpose of this directive is to establish the proper guidelines to be followed by Bridgeport Police Officers assigned as School Resource Division (“SRO”) in any of the schools within the Bridgeport School District. The Police Department and School District will maintain a Memorandum of Understanding that outlines the SRO’s responsibilities and interactions with staff and students.

## II. POLICY

Bridgeport Police Department personnel shall strictly adhere to this directive in order to maintain safety and order in the school environment to which they are assigned as an SRO.

## III. DEFINITIONS

School Resource Officer (SRO): A school-based police officer who serves as a counselor and educator. The SRO interfaces closely with administrators, parents, and teachers to achieve and meet the needs of the position. SRO will also maintain the safe corridors around each school ensuring safe passage for all students, staff and parents.

School Employee: "School employee" means (A) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional, school guard or coach employed by a local or regional board of education, or working in a public elementary, middle, or high school; or (B) any other

individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the local or regional board of education. C.G.S. § 10-222d, includes a police officer assigned to a school in within this definition.

#### IV. PROCEDURE

##### A. Selection and Assignment of the School Resource Officer

The Chief of Police shall make the final decision on who to assign as a School Resource Officer (SRO), if one is assigned. In making that decision, the Chief will only consider officers who have demonstrated the ability, interest, and skills necessary to work with youth, school staff, and the public.

##### B. Qualifications and Training

###### 1. Qualifications for appointment:

- a. No disciplinary actions for a minimum of one year prior to being considered
- b. Effective teaching, writing, and organizational skills
- c. Effective conflict resolution skills
- d. Knowledge of juvenile laws and juvenile court procedures

###### 2. Training:

- a. The officer will satisfactorily complete an approved course of instruction for School Resource Officers
- b. The officer will complete an approved course of training for D.A.R.E., if they are assigned this responsibility
- c. The officer must be familiar with the school district's current safe school climate plan
- d. Pursuant to C.G.S. § 10-220a(4), the officer shall complete annual training in school violence prevention, conflict resolution and prevention of bullying, as defined in subsection (a) of C.G.S.10-222d.

##### C. General Duties and Responsibilities

The primary function of the SRO is to enhance the safety and security of the learning environment for students, staff, and the school community. In addition, the SRO is expected to provide law-related education to the students, act as both a counselor and mentor, and provide guidance on ethical issues in a classroom setting. The presence of a sworn officer on the campus of Bridgeport schools also provides a unique opportunity to develop and maintain a continuing relationship between the SRO and the students, their parents, and the staff. In addition, the SRO should be involved in a variety of functions and duties that include, but are not limited to the following:

1. Provide classroom D.A.R.E instruction, if certified.
2. Serve as a classroom instructor or resource for law and safety education using approved materials.
3. Explain the role of law enforcement in society.
4. Strengthen safety measures and prevent delinquent behavior on school campuses through heightened police visibility.
5. Act as a resource for teacher, parents, students, and staff.
6. Appear before PTA/PTO and other groups associated with the school and speak on a variety of topics.
7. Document activities on and off school grounds and provide the school district and police department with periodic reports.
8. Assist all local law enforcement and state agencies conducting formal police investigations, interviews, interrogations, and arrest of students on school property.
9. Maintain familiarity with all Bridgeport agencies that offer assistance to dependency and delinquency prone youths and their families. Referrals should be made when necessary in accordance with school, department, and state policies and regulations.
10. Develop plans and strategies to prevent or reduce dangerous situations.
11. Act as a liaison with all schools within the district.
12. Coordinate law enforcement actions on Bridgepor school grounds with the principal.
13. Design and implement programs intended to prevent and control delinquent and criminal behavior, including acting as a resource with respect to delinquency prevention by providing crime prevention presentations on a range of subjects including:
  - Drugs and the law
  - Alcohol
  - Driving
  - Sexual Assault
  - Family Violence
  - Personal Safety

- School Violence
  - Internet and Social Media Safety
14. Develop a summer/winter program(s) to attract student(s) participation. Program should have a comprehensive lesson plan. SRO shall identify students that are willing to complete the entire program and have parent support.
  15. Develop programs that emphasize delinquency prevention, ethics, police roles in society, the development of good relationships with parents, teachers, and students.
  16. Avoid acting as a disciplinarian to students. Disciplining students should continue as a school responsibility and only when the officer and/or principal believes an incident is a criminal violation should the SRO take law enforcement action.
  17. To perform all other duties as may be prescribed by the Chief of Police or his designee.
  18. Prior to making an arrest on a misdemeanor the SRO shall ensure one or all of the following action has been taken, mediation, family with service needs, DCF, referral to JRB. If an arrest is made for a Misdemeanor, aforementioned action must be notated within said report.
  19. No arrests will be made on any students within the Bridgeport Public Schools without the prior approval of the SRO Supervisor.
  20. SRO will ensure that each of there assigned schools have an updated safety evacuation plan, they shall also participate on the safety committee team. And participate in the 10 State mandated emergency drills.

#### D. Supervision

1. The School Resource Officer OIC will ensure that open lines of communication are in place between the school and the police department. The School Resource Officer OIC will be responsible for conducting a minimum of weekly meetings with the SROs to evaluate the current needs of the SROs and the school. The School Resource Officer OIC will meet with the school principal at least once each semester to secure feedback from the school regarding any issues involving the SROs or the SRO program, both positive and negative. The School Resource Officer OIC is responsible for completing the performance evaluation(s) of any officer assigned as an SRO.
2. The School Resource Officer OIC will ensure that prior to any student being arrested, he or she will first review the investigation and verbally approve the

arrest. It will be the responsibility of the Supervisor to ensure that all prior action taken on the arrested student is notated in the arrest report.

E. Community Recreational Youth Programs

1. The SRO shall take an active role in organizing, participating in or assisting police officers with community recreational or social programs.
2. Such programs should be coordinated with local officials or citizen groups who can often provide the facilities, volunteers and other resources which directly benefit their community.
3. The SRO may query police officers to gauge the level of interest in interfacing with athletic, recreational, educational and motivational activities or interests to motivate community youths to engage in positive and productive activities.
4. Once programs are established, it is usually beneficial that they are turned over to local officials or citizen groups to continue them, although department personnel may still assist if needed.
5. Activities and programs involving the SRO should be brought to the attention of the OIC of Community Services in a report, keeping them apprised of their nature, progress and outcome.

E. Program Review

A review of the School Resource Officer Program in each school will be conducted annually by the School Resource Officer OIC to determine the continued effectiveness of the program and to make recommendations to the Chief of Police. The program review will include a restatement of the basis for the initial implementation of the SRO program and a justification for its continuation. The review will take place between the end of the school year and the beginning of the next.