

UTAH DIVISION OF JUVENILE JUSTICE AND YOUTH SERVICES POLICY AND PROCEDURES		
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LAW ENFORCEMENT ASSISTANCE		
RATIONALE: Local law enforcement should be contacted and assistance requested as needed to maintain safety and security.		
<i>Related Policies, Applicable Standards, Statutes: JJYS Policy Policy 05-02 Searches</i>		
Original Effective: July 2005	Revision: February 17, 2023	Next Review Due: February 17, 2026

I. DESCRIPTION

Staff may utilize law enforcement assistance for emergency situations or non-emergency situations within the guidelines of this policy and in accordance with facility/program operation manuals. Nothing in this policy is intended, nor should it be interpreted, as preventing staff from reporting a crime in which they are a victim.

II. DEFINITIONS

The following terms are defined for this policy as:

- A. **Emergency situation:** refers to an instance in which a minor, staff, volunteer, or visitor is in imminent danger or risk of personal injury. Emergency situations that may require law enforcement assistance include, but are not limited to, a fire, a riot, a hostage situation, a minor has barricaded themselves in their room and it is unsafe for the staff to enter or respond without posing a serious safety concern, or a minor brandishing a weapon.
- B. **Non-emergency situation:** refers to an instance in which law enforcement assistance is needed for an event which is not an emergency, including, but not limited to, serving a warrant/pick-up order, supervising a search in the community, or interviewing a minor regarding potential criminal charges.

- C. **Law Enforcement Assistance:** refers to assistance provided to Division staff by personnel of a law enforcement agency during an emergency or non-emergency event.

III. POLICY

- A. Division staff may contact a local law enforcement agency for assistance when needed to ensure the safety and security of minors in the care, custody, or control of the Division, the staff, volunteers and visitors in Division facilities and programs.

IV. PROCEDURE

- A. Emergency Situation Law Enforcement Assistance
 - 1. When staff believes an emergency situation exists which presents an immediate threat, staff shall first contact and request immediate assistance from a local law enforcement agency and then shall notify the facility Assistant Program Director or the next person in the chain of command.
 - A) If the threat is not immediate, staff shall first contact a supervisor and receive approval before calling law enforcement.
 - B) Staff shall follow the further crisis response instructions which are located in the emergency response manual in each Division facility/program.
 - 2. When law enforcement personnel are called to assist with an emergency situation, staff shall allow law enforcement personnel to take the lead in managing the emergency. Staff shall follow instructions and provide support when/if requested by law enforcement personnel.
 - 3. Staff shall allow law enforcement personnel to bring their weapons and other equipment as needed, into the Division facility/program when responding to an emergency situation. This is applicable even in secure facilities where such weapons and equipment are ordinarily restricted.
- B. Non-Emergency Situation Law Enforcement Assistance
 - 1. Staff may request law enforcement assistance whenever there is reason to believe a situation has become dangerous or is likely to become dangerous.

2. Staff may call law enforcement personnel for the purpose of filing criminal charges against a minor, when there is reason to believe that the minor has been involved in unlawful activity in a division facility or program. Requests for this type of law enforcement assistance may be made after the APD, or designee, has staffed the incident with the PD and the Division Director.
 - A) Staff may request law enforcement assistance when it is found necessary to search the room of a minor in Division custody, in the minor's home or other community placement. Such a request shall be made by contacting the law enforcement agency's dispatch and requesting that an officer meet the staff at the residence/placement. Staff shall conduct such searches in accordance with Division Policy 05-02 Searches.
 - B) Staff may request law enforcement assistance to enforce a warrant (including a warrant for detention, also known as a pick-up order). Such a request shall be made by contacting the law enforcement agency's dispatcher. (See Policy 05-01 Warrants for types of warrants and procedures).

C. Documentation

1. Whenever law enforcement personnel assist Division staff in any emergency or non-emergency situation, staff shall complete an incident report in accordance with Division Policy 05-15.

V. Continuous Renewal

This policy shall be reviewed every three (3) years to determine its effectiveness and appropriateness. This policy may be reviewed before that time to reflect substantive change.

This policy has been reviewed by the Division of Juvenile Justice and Youth Services Executive Management Team, and is approved upon the signature of the director.



April Graham, Interim Director
Division of Juvenile Justice & Youth Services

02/17/2023

Signature Date