

## **Use of Force by Campus Security**

### **Reporting the Use of Force**

Any use of physical force by a campus security person or the use of particular weapons such as baton or chemical agents shall be documented promptly, completely, and accurately in a written report. (See JGAB-AR(4) for guidance.)

### **Notification to Supervisors**

Supervisory notification shall be made as soon as practical, and no later than the end of the scheduled work day unless otherwise directed, following the application of physical force, under any of the following circumstances:

The application of force may have or appears to have caused any physical injury, including bruising.

The individual has expressed a complaint of pain.

Any application of a control device or a control hold.

The individual has been rendered unconscious.

Physical force does not include touching or holding a student without the use of force for the purpose of directing the student or assisting the student in completing a task or activity.

The supervisor will immediately notify the Superintendent, and in his absence, the Director of Personnel.

The notification by the campus security can be at first verbal, but it should be reduced to writing by the end of the regularly scheduled work day.

### **Medical Attention and Parent Notification for Possible Injuries Sustained During Use of Force**

Medical assistance shall be obtained for any person(s) who may have sustained injury, expressed a complaint of pain, or who has been rendered unconscious. Any individual exhibiting signs of distress after such an encounter shall be medically cleared prior to release to parents or police, unless directed otherwise by law enforcement officials. If an individual is taken into custody and removed from the school premises, the school principal in writing will note the date, time and name of the police officer.

The parents of a student who may have sustained injuries, expressed a complaint of pain, or been rendered unconscious after such an encounter will be immediately contacted, unless otherwise directed by law enforcement officials. If a police officer directs school officials to not contact a student's parent, the school principal in writing will note the date, time and name of the police officer.

Persons who exhibit extreme agitation, violent irrational behavior accompanied by profuse sweating, extraordinary strength beyond physical characteristics, unusually high tolerance to pain or who require a protracted physical encounter to bring under control may be at an increased risk of death or serious injury and shall be examined by qualified medical personnel as soon as practicable.

### **Supervisor Responsibility**

When a supervisor is able to respond to an incident in which there has been a reported application of force, the supervisor is expected to:

Obtain the basic facts from the involved campus security person(s).

Ensure that any injured parties are examined and treated.

Interview outside the presence of the campus security person the person(s) upon whom force was applied.

Ensure that photographs have been taken of any areas involving visible injury or complaint of pain as well as overall photographs of uninjured areas.

Identify any witnesses not already included in related reports.

Review and approve all related reports.

The supervisor's incident report and all related documentation shall be routed to the Superintendent.

Should the supervisor believe that any application of force may not be within policy, a separate internal administrative investigation shall be initiated by the Director of Personnel. If there is a suspicion that state law or regulation may have been violated, the supervisor will contact the appropriate agency as well as the superintendent.

In the event that a supervisor is unable to respond to the scene of an incident involving the reported application of force, the supervisor is still expected to complete as many of the above items as circumstances permit.

### **Report of Weapon Use and/or Discharge**

Except during training or recreational use, any campus security person who uses in any manner a weapon, or draws and/or discharges a firearm accidentally or intentionally, while off duty, shall make a verbal report to his/her supervisor as soon as circumstances permit. As directed by the supervisor, but no later than the end of the next regularly scheduled work day, the employee should file the written report. A copy of all written reports and documentation shall be routed to the Superintendent.

Any discharge of a firearm on District property shall be reported immediately to the Silverton Police Department if the property is located within the City of Silverton, or to the appropriate Sheriff's Office for all other District properties.