

# Saint Helens School District 502

Code: **KN-AR**  
Adopted: 9/24/07  
Readopted: 1/06/09; 4/13/10

## **Relations with Law Enforcement Agencies**

### **School Resource Officers Program**

1. The superintendent or designee will serve as the program coordinator for the district's School Resource Officer Program.
2. Each year the Superintendent or designee will meet with law enforcement officials to discuss:
  - a. School resource officer duties, functions, policies and procedure;
  - b. How school representatives should handle evidence of a suspected crime/contraband, etc.;
  - c. Board policy and procedures related to law enforcement officials' requests for access to and questioning of students
3. Law enforcement involvement in such district programs and activities including Drug Awareness Resistance Education (DARE) and Gang Resistance Education and Training (GREAT) will be encouraged.

### **Questioning of a Student Involved in a Law Enforcement Investigation**

When a law enforcement agency seeks an interview with a student regarding a law enforcement matter or investigation, the school administrator should facilitate the interview in a timely manner. The law enforcement official shall contact the building administrator, properly identify himself/herself, inform the administrator of the nature of the investigation and provide the name of the student to be interviewed.

The district contracts with the City of St. Helens for School Resource Officer's (SRO's). These SRO's are regularly assigned to work within the schools and are employees of the City of St. Helens Police Department who are contracted to provide services to the school district. If an outside law enforcement agency, requests interviews with students within the St. Helens School District, if available, SRO's should be involved in facilitating these interviews. SRO's are familiar with St. Helens School District policies and should assist outside law enforcement agencies in conducting business within the schools, per district policy. Attendance during interviews of students while on school property is a matter of discretion of the school administrators, except where prohibited by law.

### **Interviews/Investigations of Students**

1. Interviews or investigations by law enforcement officials not based on allegations of child abuse, a warrant for an arrest or search or probable cause that an illegal act or crime is occurring or has been committed on district property, may be permitted upon request and with building principal or designee approval.

2. The law enforcement official shall contact the building administrator, properly identify himself/herself, inform the administrator of the nature of the investigation and provide the name of the student to be interviewed.
3. The building administrator shall verify and record the identity of the law enforcement official or other authority.
4. Requests to interview a student during school hours should be, in the opinion of the building administrator, important and urgent to justify interrupting school activities.
5. The building administrator will attempt to notify the student's parent(s) prior to granting the interview.
6. If the parent(s) cannot be contacted, the building administrator may grant permission for the questioning to proceed if the student agrees to be interviewed or in the event of compelling emergency circumstances.
7. If the building administrator has been unable to contact the parent(s) then the building administrator shall make a reasonable attempt to notify the parent(s) as soon as possible after the interview.
8. All such interviews shall be conducted in privacy, out of the view of staff, students and others.
9. A building administrator shall be present at all times during the interview unless the student's parent(s) is present and asks the administrator not to participate or the district official is otherwise prohibited from being present by law.
10. The building administrator shall maintain a written record of all such interviews conducted.

### **Parental Notification following Law Enforcement Interviews in School**

It is the school administration's responsibility to notify parents of students who have been interviewed by law enforcement officials. The administration **should** give parental notification, as soon as practical, following these interviews. However, law enforcement may require the administration to refrain from such notifications, based on the scope of the law enforcement investigation.

### **Questioning of a Student Suspected of a Crime, Arrest or Taking a Student into Custody**

1. When a student is a suspect in a criminal act and is to be questioned by a law enforcement official for the purpose of establishing involvement in the act, questioning will be allowed on district property only with parental consent. Normally, such questioning should occur outside school hours, off district property.

At no time will a student be released to law enforcement, parole and probation, or DHS, without one of the following:

- a. A warrant;
- b. A court order;

- c. Arrest;
  - d. Protective custody resulting from child abuse investigation;
  - e. Permission of the parent.
2. In all cases, other than child abuse cases, where a student is to be taken from the building by a law enforcement official, the building administrator will verify the official's identity and make a reasonable effort to notify the student's parent(s). Law enforcement officials have the primary responsibility for notifying the parent(s) in such instances.
  3. Any investigation of child abuse will be directed by the Oregon Department of Human Services, Community Human Services, or law enforcement officials as required by law. The administrator or designee will request documentation from the investigating official demonstrating that the official has a warrant, a court order, exigent circumstances or parental consent to conduct the interview. If the investigating official does not have this documentation, the administrator may deny the official's request to interview the student on school property. The building administrator or designee may be present at the interview of the student at the discretion of the investigating official. When the subject matter of the interview or investigation involves child abuse, building administrators and school employees shall not notify the parent.

### **Administrator-Initiated Requests**

On occasion, building principals may need, or be required to seek law enforcement assistance. Any student violation of the district's weapons policy shall be reported to the appropriate law enforcement agency. Child abuse also requires immediate referral to the Oregon Department of Human Services, Community Human Services, or law enforcement officials.

### **Parental Notification Following Arrests or Custody of Students by Law Enforcement**

The law enforcement agency involved **will** assume the primary responsibility of parental notification in these circumstances, **Oregon Revised Statutes 419B.160**. In addition, the school administration should also give parental notification following these arrests or custody incidents. However, law enforcement officials may require the administration to refrain from such notifications, based on the scope of the law enforcement investigation.