

**MARIN COUNTY SHERIFF'S OFFICE
PATROL POLICY AND PROCEDURE MANUAL**

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DATE
March 4, 2015

SCHOOL RESOURCE OFFICER

POLICY

It is the policy of the Marin County Sheriff's Office to foster positive relationships with children, school officials and youth service providers through deputies specially tasked with assignments to schools.

PROCEDURE

The Sheriff's School Resource Officer is a specialty assignment, employing a deputy sheriff who has a demonstrated commitment to the youth who reside Marin, developing and maintaining close working relationships with students, school officials, parent organizations, members of the juvenile justice system and other youth service providers.

The School Resource Officer (SRO) functions with a clear concept of positive student – law enforcement relations, school safety and juvenile delinquency prevention. Under indirect supervision, the duties of the SRO include the following:

- Interaction with, and act as a resource for school principals, asst. principals, dean of students and school administrators at each assigned school.
- Interaction with, and act as a resource for school faculty and the active participation in class situations at each assigned school.
- Interact with, and act as a resource for school district superintendents, and school board members.
- Attend meetings of the Marin Schools – Law Enforcement Partnership, local PTA, Student Attendance Review Boards, and parent groups.
- Address students in classrooms, assemblies and special interest clubs on subjects related directly and indirectly to law enforcement.
- Be available to discuss personal problems and give advice to students and their parents, and provide information on appropriate community resources.
- Develop and maintain a camaraderie with all students who reside in Marin County and related groups.
- Work with school officials and students to ensure safety on and near the school campuses, and the development of emergency plans such as lockdown procedures and emergency evacuations

- Assist the Juvenile Probation Department in the establishment of diversionary programs such as peer court, truancy abatement, and the furtherance of the Community Justice concept.
- Act as an initial responder in times of crisis on campus, and facilitate the response of emergency services as needed.

The selection process will require a deputy with a minimum of one year's experience in the patrol division, the ability to function with minimal direct supervision, superior communication skills, public speaking skills, the ability to demonstrate a commitment to the success of the program and the flexibility necessary to attend events outside of normal working hours. The deputy selected must have the ability and desire to interact with children of a wide age group, enjoy the challenge of mentoring adolescent youth and have a keen awareness of the problems faced by today's youth.

The School Resource Officer will report to the Juvenile Detective Sergeant, and overall command authority will be the Investigations Lieutenant. The SRO will keep his/her supervisor updated on the work hours and schedule necessary for the accomplishment of the various tasks required and log all school visits in RMS under "Beat Book."

The SRO will work closely with patrol and investigative personnel, ensuring the prompt reporting and investigating of crimes involving students and school staff. The SRO will address issues of crime and juvenile delinquency, acting as initial responding officer in most instances and closing those cases not requiring further resources. The SRO will be familiar with child abuse reporting laws, school records confidentiality, the multidisciplinary interview process and current juvenile delinquency control procedures.

The SRO will participate in the development and implementation of programs such as the Youth Academy and Camp Chance that are designed to combat school violence, curb delinquency and address drug and tobacco abuse as determined necessary by the Marin School – Law Enforcement Partnership and the Marin County Office of Education.

RELATED STANDARDS:

Education Code

Welfare & Institutions Code.

AFFECTED DIVISIONS:

Patrol

Investigations

DATE OF REVISIONS:

October 26, 2001

By order of:

**David Augustus, Captain
Bureau of Field Services**

