

Purpose

The purpose of the School Resource Deputies (hereafter referred to as SRD) is to present a highly visible law enforcement presence on county school campuses in order to deter criminal behavior and act upon crimes which may occur at assigned schools. The Cecil County Sheriff's Office is committed to working in cooperation with the students, parents, teachers, and staff of Cecil County Public Schools (hereafter referred to as CCPS) to provide a safe and secure learning environment at all assigned schools within Cecil County. The SRD is designed to act as a proactive unit to intercede and intervene in order to reduce crimes on assigned school campuses.

A. General Duties

1. Be visible, proactive law enforcement deputies on school campuses assigned. Deputies will work specifically with law enforcement matters originating on the assigned school campuses. ***Unit members will not enforce school rules or regulations; this is the responsibility of school staff.***
2. In instances of criminal activity, serve in the normal police capacity. Deputies will be responsible for all criminal investigations originating on their assigned school campuses when on duty. In the case of more serious incidents, unit members may request the assistance of the Patrol Division or Criminal Investigations Division as necessary.
3. Patrol on foot and in vehicle, all assigned school campuses. This includes checking suspicious persons, loiterers, or automobiles on or near school property and taking proper steps to correct the problem. This will be done with the best interest of the students and the safety of the school property in mind.
4. Perform public speaking assignments (or obtain agency personnel knowledgeable of the topic) as requested by school personnel.
5. Become and maintain DARE certification and teach DARE classes as assigned.
6. Be available as a resource for teachers, parents, students and other school community members regarding law enforcement matters.
7. Assist in educating students as to the role of police in our society and other law enforcement related issues. (i.e. crime prevention, substance abuse, driver safety).

8. Make students aware of the consequences of juvenile misbehavior through close contact with students and school personnel.
9. Complete all agency paperwork as required. (See report section for further details on this topic).
10. Serve as a resource for school crisis response teams.
11. Serve as a positive role model and mentor to students.
12. Perform other duties as assigned.

B. Reports – CIR/Weekly

1. Criminal Investigation Report (CIR) – All CIR reports will be submitted to the SRD Supervisor within 48 hours of case assignment. Serious felony or custodial arrests CIR's will be completed before the deputy secures from the shift. First follow-ups to open cases will be completed within 3 days of the initial report.
2. Weekly Statistical Reports – All School Resource members will complete a weekly statistical report and submit it via e-mail to the School Resource Unit Supervisor no later than 0900 hours every Monday.

C. Arrests

Upon the arrest of a juvenile on school property, the deputy will follow all procedures governing juvenile interview and interrogation. The deputy will make appropriate notification to Department of Juvenile Services (DJS) and advise them of the arrest. DJS will make the decision to either detain for transport to a juvenile facility or release the juvenile to a parent or guardian. The deputy will also ensure that appropriate notification is made to the School Board either by themselves or by School Administration.

1. Juvenile Non-Detention – All juvenile arrests will be recorded on a CCSO juvenile referral form. A copy of the referral and CIR will be forwarded for approval. Once the referral and CIR are approved, a copy of the CIR and referral will be submitted to DJS. The School Resource Deputy, will notify the parents or guardians of the juvenile arrested. The School Resource Deputy can determine if the juvenile will be released at school or transported to the Sheriff's Office. If the deputy or school personnel feel that keeping the juvenile at the school could create a dangerous situation, the juvenile should be removed and transported to CCSO.

2. Juvenile Detention Arrest – If DJS decides to detain the juvenile for transport to a placement facility, school personnel will make every attempt to notify the juvenile’s parents or guardian prior to removal from school property. The deputy will notify the supervisor and transport the juvenile to CCSO. While the juvenile is in custody and awaiting transport by DJS, they will be detained out of the sight and sound of any adult prisoners.
3. Adult Arrests at Schools – Non- Custody – Deputies will follow normal procedures for serving a criminal summons or citation. If the adult is a student, all efforts should be made to keep the incident discrete as possible. Custody arrest – Deputies will follow normal procedures for making an on-scene arrest. Deputies should make all efforts to remove the suspect from school property as quickly as possible to avoid having additional situations arise on the school campus. If the adult is a student, school authorities may or may not notify the parents or guardian.

D. Questioning on School Property

1. All Deputies will follow COMAR 13.A.08.01.13 when questioning a student on school property.

E. Search and Seizure on School Property

1. All Deputies will follow COMAR 13A.08.01.14. The article applies when searching a student who is not under arrest.
2. School authorities may search a student if they have reasonable suspicion. Deputies may act as agents of school authorities and assist them with the search.

F. Vacation

1. When at all possible, all School Resource Deputies will take their extended vacations during the summer months, or winter breaks, when school is not in session.
2. All vacation requests will be submitted to School Resource Unit Supervisor for review and approval.

G. Unit Meetings

1. On the first Monday of every month during the school year there will be a multi-jurisdictional meeting between the School Resource Unit, allied police agencies, and school board personnel.

H. Work Hours

1. School Resource Deputies will work primarily Monday through Friday. School Resource Deputies will work an eight hour tour during the school year from 0730-1530 hours.
2. During the summer months, work hours and duties, which could include a special assignment or being assigned to a patrol group may occur.
3. The School Resource Unit Supervisor may adjust hours to accommodate special assignments.

.13 Questioning on School Premises

A. Police investigations involving the questioning of students may not be permitted on school premises unless in connection with a crime committed on the premises or in connection with an investigation which, if not immediately permitted, would compromise the success of that investigation or endanger the lives or safety of the students or other persons, provided, however, that a school official should be present throughout that questioning.

B. A local school system shall permit personnel from a local department of social services or a police officer to question a student on school premises during the school day in an investigation involving suspected child neglect or suspected child abuse under Family Law Article, Title 5, Subtitle 7, Annotated Code of Maryland. The following apply:

(1) The local superintendent or the superintendents designee shall determine, after consultation with the individual from the local department of social services or the police officer, whether a school official shall be present during the questioning of a student pursuant to this section.

(2) Records and reports concerning child abuse or neglect are confidential, and unauthorized disclosure is a criminal offense under Article 88A, 6(b), Annotated Code of Maryland.

C. Except as provided in D of this regulation, whenever investigative questioning of students is permitted on the premises, the school official shall promptly advise the parent or guardians and the local superintendents office of the nature of the investigation and such other details as may be required.

D. School officials are not required to notify parents or guardians of investigations on school premises involving suspected child neglect and suspected child abuse under Family Law Article, Title 5, Subtitle 7, Annotated Code of Maryland.

E. In the absence of an arrest, school officials may not authorize the removal of a student from school for the purpose of investigative questioning without the consent of the parent or guardians, except as provided below:

(1) A student may be removed from school premises if that student is a suspected victim of child abuse or neglect and the local department of social services has guardianship of the child or a court order to remove the child;

(2) The Superintendent or the Superintendents designee shall ensure that prompt notification of a students removal from school under this section is made to the students parent or guardians.

.14 Searches

A. Search of Student by Principal, Assistant Principal, or School Security Guard.

(1) A principal, assistant principal, or school security guard of a public school may make a reasonable search of a student on the school premises or on a school-sponsored trip if the searcher has a reasonable belief that the student has in the students possession an item, the possession of which is:

(a) A criminal offense under the laws of this State; or

(b) A violation of:

(i) Any other State law; or

(ii) A rule or regulation of the local board.

(2) A search under A(1) of this regulation shall be made in the presence of a third party.

B. Search of School by Principal, Assistant Principal, or School Security Guard.

(1) A principal, assistant principal, or school security guard of a public school may make a search of the physical plant of the school and its appurtenances, including the lockers of students.

(2) The right of a principal, assistant principal, or school security guard to search lockers of students under B(1) of this regulation shall be announced or published previously in the school.

C. Search of Student on School-Sponsored Trip by Teacher.

(1) A local board may authorize a teacher of a public school to make a reasonable search of a student on a school-sponsored trip if the teacher has a reasonable belief that the student has in the students possession an item, the possession of which is:

(a) A criminal offense under the laws of this State; or

(b) A violation of:

(i) Any other State law; or

(ii) A rule or regulation of the local board.

(2) To qualify to conduct a search under C(1) of this regulation, a teacher shall:

(a) Be designated in writing by a principal; and

(b) Receive training to conduct a search commensurate with the training received by a principal.

(3) A search under C(1) of this regulation shall be made in the presence of a third party.

D. Police officers shall conduct searches of students and the school premises in accordance with their established policies and procedures.

E. A school official may not conduct a search of the person of a student at the request of a police officer unless a search warrant has been issued authorizing the search.

F. Every effort shall be made to conduct searches in a manner which will minimize disruption of the normal school routine and minimize embarrassment to students affected.