

administrative guidelines

BOARD OF EDUCATION
PORT WASHINGTON-SAUKVILLE PUBLIC SCHOOLS

STUDENTS
5541/page 1 of 2

POLICE / SCHOOL RESOURCE OFFICER PROGRAM

School Visits

- A. The police/school resource officer is scheduled to visit the assigned school(s) on a regular basis:
 - 1. The police/school resource officer shall be regarded as a classroom resource person.
 - 2. Regular office hours shall be scheduled at each school.
 - 3. Student interviews may be scheduled as required by administrative referrals.
 - 4. General visibility within the building(s) is expected.
- B. While in the building(s), the police/school resource officer will comply with school district regulations and will cooperate with school administrators. However, as a police officer, the police/school resource officer is subject to the directions of the chief of police.
- C. School meeting space will be provided:
 - 1. Office hours shall be announced and posted.
 - 2. Students will be free to visit the police/school resource officer during free time and are allowed to make appointments.
- D. Official interviews/interrogation:
 - 1. When it becomes necessary for a student to become involved with the police/school resource officer/designee regarding criminal activities, the officer may conduct a non student-initiated interview or interrogation of students on school premises under the following conditions:
 - a. The police/school resource officer/designee shall contact the parent(s) or guardian of a minor student prior to an interview. The police/school resource officer/designee shall proceed with the interview only after receiving verbal approval of the parent(s) or guardian or upon the arrival of the parent(s) or guardian.
 - b. In all situations, every possible step should be taken to ensure minimum embarrassment or loss of class time for the student.
 - c. A school administrator may be present at the interview.
 - d. If the police find it necessary to interrogate students about possible criminal conduct or activity, the students will be informed of their constitutional rights (Miranda warnings). A further explanation of these rights will be given using a printed form which they may sign if they so choose. The students will be informed whether or not they are free to go.
 - e. If a student is taken into police custody, the student shall immediately be removed from school property.

administrative guidelines

BOARD OF EDUCATION
PORT WASHINGTON-SAUKVILLE PUBLIC SCHOOLS

STUDENTS
5541/page 2 of 2

2. The police/school resource officer or designee may conduct interviews/interrogations (notwithstanding D.1. above) in situations where:
 - a. The parent or guardian is suspected of a crime and the student has information as a witness or a victim.
 - b. The student is a victim of a particularly sensitive crime such as sexual assault or child abuse.
 - c. A delay may result in flight of the suspect.
 - d. A delay may result in the destruction of evidence.
 - e. A delay may result in the opportunity to cover up the crime.
 - f. A delay may result in an unnecessary threat to the community.
 - g. The student voluntarily approaches the police/school resource officer.
 - h. There is a non-investigatory discussion.
3. The school administrator or designee will make an effort to contact the parent or guardian of any student taken into police custody.

Confidentiality of Information and Records

Sharing of confidential information and/or student record content with the police/school resource shall fully comply with statutory provisions and school district policies.

The Port Washington-Saukville School District shall not discriminate in following these procedures on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

Legal Ref: Sections 48.19 (2), Wisconsin Statutes

48.396 (1)

118.125

118.126

118.127 (1)

118.257

938.78

938.396

PI 9.03 (1) of the Wisconsin Administrative Code

Cross Ref: JO Pupil Records, Board Policies

Approved: 8/18/04