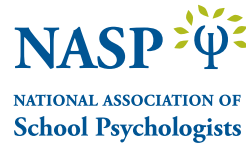




Workshop 1 (3rd Edition, 2019)



4340 East West Highway
Suite 402
Bethesda, MD 20814
301-657-0270
www.nasponline.org

Handout 3c: Agreement Between the _____ Police Department and the _____ School District for the School Resource Officer Program

This agreement made and entered into this _____ day of _____, 2012 by
and between the _____ Police Department and the _____ School District.

It is the intention of the _____ Police Department and the _____ School District
to maintain collaborative efforts to provide a safe and healthy school environment for students, staff, faculty, and visitors.

Goals and Objectives

- Establish a positive working relationship in a cooperative effort to prevent juvenile delinquency and assist in student development
- Maintain a safe and secure environment on a school campuses which will be conducive to learning
- Promote positive attitudes regarding the police role in society

Assignment of School Resource Officer

The _____ Police Department agrees to provide a School Resource Officer to the following schools
within the _____ School District:

- High School
- Alternative School
- Middle School
- Elementary School

The _____ Police Department, in conjunction with the superintendent of the
_____ School District (and any other school personnel determined by the
superintendent) will determine which _____ Police officer will assume the roles

and responsibilities of a school resource officer.

It is the responsibility of the school resource officer to notify the superintendent and school principals of his or her
work schedule each month.

School resource officer(s) shall remain employees of the _____ Police Department and shall not be
employees of the _____ School District. The _____ schools acknowledge that
the school resource officer will remain responsive to the command of the _____ Police Department.

Hours and Special Events

The chief of police or another designated scheduling officer will assign the school resource officer(s) workdays and shifts. During this shift / hours, the school resource officer(s) may be off campus to conduct such tasks as may be required by their assignment, or other assignments designated by supervisors of the _____ Police Department.

Duties of the School Resource Officer

- Assist the superintendent, principals, faculty, and staff in developing plans and strategies to prevent and / or minimize dangerous situations that may occur on school grounds.
- Present topics to students on various law enforcement / safety issues.
- Contact the principal of the school about any juvenile delinquency, incidents, charges, and arrests within a timely manner.
- Take law enforcement action when necessary.
- Conduct investigations of crimes that occur at any school and use other resources if needed for follow up investigations.
- Follow the guidelines of case law, school board policy, and the _____ Police Department general orders in regards to investigations, interviews and searches relating to juveniles.
- Assist the superintendent, principals, faculty, and staff in enforcing the campus code of conduct and other school rules in order to maintain a safe learning environment. When it pertains to preventing a disruption that would, if ignored, place students, faculty and staff at risk of harm, the SRO will resolve the problem to preserve the school climate. IN ALL OTHER CASES, disciplining students is a School District responsibility, and the SRO will intervene and take students who violate the code of conduct to the principal where school discipline can be meted out.

Rights and Duties of the School Board

The school board shall provide to the full time SRO the following materials and facilities, which are deemed necessary to the performance of the SRO.

- Access to an air-conditioned and properly lighted private office containing a telephone line to be used for general business purposes.
- A desk with drawers, a chair and filing drawers
- Access to a computer terminal or computer hookup

The _____ Police Department will supply the SRO with the usual and customary office supplies and forms required in performance of their duty.

Dismissal of a School Resource Officer

In the event a principal of a school to which the school resource officer is assigned feels that he / she is not effectively performing his or her duties and responsibilities, the principal shall contact the superintendent. Within a reasonable amount of time after the superintendent receives this information, the superintendent shall notify the chief of police or their designee. A meeting shall be conducted with the school resource officer to mediate or resolve any problems. The chief of police may dismiss or reassign a school resource officer based up on the _____ Police Department's rules, regulations, and general orders.

The _____ Police Department and the _____ school district agree to provide their employees with training relative to this agreement and its purpose. The parties also agree to maintain regular and open communication to evaluate the effect of this agreement and suggest improvements and adjustments that may be necessary.

This agreement constitutes a final written expression of all terms of this agreement and is a complete an exclusive statement of those terms.

IN WITNESS WHEREOF, the parties have caused this agreement to be signed by their duly authorized officers.

Signed, sealed, and delivered in the presence of:

The _____ SCHOOL BOARD

SUPERINTENDENT _____

SCHOOL DISTRICT _____

_____ POLICE DEPARTMENT

POLICE CHIEF _____

POLICE DEPARTMENT _____

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