

Orono Police Department

Standard Operating Procedures

School Resource Officer

Number: 5-20A

ADOPTED: 05/19/2020

OPERATIONS

SUBJECT: School Resource Officer

EFFECTIVE DATE: 06/01/2020

REVIEW DATE: 06/01/2021

AMENDS/SUPERSEDES: NEW

APPROVED: _____

**Joshua W Ewing
Chief of police**

I. Policy

It is the policy of the Orono Police Department to establish and maintain a School Resource Officer Program. The success of this program depends on the respect and confidence we earn from the students, parents, and staff.

II. Purpose

The School Resource Officer program is to establish and maintain a positive working relationship with school personnel, students, and parents, in a cooperative effort to prevent negative juvenile activities and assist in student development. It is to help maintain a safe and secure environment on campus, which will be conducive to learning. Promoting positive attitudes regarding the police role in society and to inform students of their rights and responsibilities as a lawful citizen. The SRO should serve as a role model to the students.

III. Selection

A School Resource Officer applicant should have knowledge of what the position entails, possess good communication skills, have knowledge of juvenile laws and school policy.

IV. Procedures

Duties and Responsibilities

1. The primary duty is to provide protection of life and property on the RSU 26 school campuses, or other school utilized property as determined by the Police Chief.
2. The SRO is to maintain a position of high visibility where they can observe the arrival and dismissal of students. The officer is to use discretion in determining the location based on the particular needs or problems the school may have.
3. The SRO shall be available to assist the school administration in developing plans and strategies to prevent and/or minimize dangerous situations that may occur on campus. This should include participation with the school's emergency plans.
4. School Resource Officers are encouraged to interact with students on an individual basis and in small groups, developing rapport and trust as a reliable resource for students to utilize.
5. The SRO may teach classes or present programs on various topics to students, with approval from the Captain.
6. The SRO shall make themselves available for conferences with teachers, parents, and faculty.
7. The SRO shall be familiar with agencies and resources that offer assistance to youth and their families and make referrals to appropriate agencies when necessary.
8. The SRO shall law enforcement action to maintain a safe environment, protect life, or prevent loss/destruction of property.
9. The SRO shall notify the principal of the school or designee about enforcement actions (if appropriate) and make them aware of arrests or crimes.
10. The SRO shall notify the principal or designee of the school before removing a student (if possible).

11. The SRO can take law enforcement action if the SRO observes a law violation or, at the request of the principal or designee, against intruders or unwanted guests who appear on school property.
12. Media inquiries about school-related incidents should be vetted through the Police Chief or designated public information officer.
13. The School Resource Officer shall remain under the command of the Orono Police Department. The SRO reports directly to the Captain.
14. SRO's will conduct random walking patrols of the school campuses.
15. On days of inclement weather, in-service days, or other school closures, The SRO's schedule will be coordinated by the Captain.
16. The SRO will be responsible for criminal investigations for offenses at their schools, unless responsibility is reassigned by the Captain (i.e. case assignment to the Detective).
17. A newly assigned SRO shall participate in an approved basic SRO training within 12 months.

V. Supervisor Responsibilities - The Police Captain shall

1. Review and analyze reports generated by the SRO to identify needs of the program.
2. Ensure (and document) that newly appointed SRO's receive a State or National recognized SRO training with 12 months of assignment to the program. Ensure a minimum of 16 hours of continuing education related to school policing every 2 years.
3. Ensure that all SRO's receive training to effectively identify and address safety and well-being concerns of students and the campuses they serve.

VI. SRO Uniform

1. The SRO will wear Orono Police Department uniform (either class A or issued external carrier vest). Exceptions may be made with approval from the Captain.