

SCHOOL RESOURCE OFFICERS

A. NUMBER OF OFFICERS

Smith County Sheriff's Department shall furnish five (5) law enforcement officers, and the City of Gordonsville shall furnish one (1) law enforcement officer. Five (5) are employed by the Smith County Sheriff's Office and one (1) by the Town of Gordonsville to serve as School Resource Officers ("SROs") to the Smith County Board of Education.

B. QUALIFICATIONS

The SROs shall meet the following qualifications:

1. Be a certified law enforcement officer by the state of Tennessee or become a certified law enforcement officer by the state of Tennessee within his/her first year of employment.
2. Have excellent communication skills.
3. Be able to relate well to children of all ages.
4. Possess good coordinating and planning skills.

C. GOALS AND OBJECTIVES

1. The goals of the School Resource Officer Program are to assist the Smith County Board of Education in providing a safe learning environment and to improve relationships between law enforcement officers and today's youth. The program also attempts to promote a better understanding of the law enforcement officer's role in society while educating students, parents, and school personnel which will build a better community while also providing a role model in the educational system.
2. The first priority of the SROs is the protection of students and staff from negative influences and to assist in the maintenance of order in the school.
3. The second priority is to act as an advisor to the school staff in safety matters, violence reduction strategies and legal aspects of the activity of students.
4. The third priority is to facilitate learning in citizenship and related law education.
5. The fourth priority is to provide a positive role model to the students and to foster better understanding between the law enforcement community and the students and staff.
6. The final priority is to assist students through counseling them in law related problems and to assist them by mediating disputes. Attempts will be made to identify problems with students and guidance will be provided to them in addressing their problems in a non-violent manner.

D. INSTRUCTIONAL RESPONSIBILITY

The SROs may teach law enforcement related topics at the request of the school administration. The

SROs may teach the following. This list is not intended to be an all inclusive list of subjects covered by the SRO.

1. Justification for rules of the law
2. Consequences of crime
3. Juvenile and adult criminal justice systems
4. Career opportunities in law enforcement
5. Substance abuse prevention
6. Violence and crime prevention

E. SRO EMPLOYER

The SROs shall remain employees of the Smith County Sheriff's Department and not employees of the Smith County Board of Education. The SROs shall abide by the policies of the Smith County Board of Education. The duties of the SROs include those as outlined above both inside the school buildings as well as on and near school grounds and/or campuses as directed by the principal and director of schools.

F. ADDITIONAL DUTIES AND RESPONSIBILITIES OF THE SROs:

1. The SROs will develop expertise in presenting various subjects such as understanding the laws, the police officer and the police mission.
2. The SROs will encourage individual and small group discussions about law enforcement related matters with students, faculty, and parents.
3. The SROs are not school disciplinarians. The SROs will not become involved in any form of school administered punishment. If the staff of the Smith County Board of Education believes a violation of the law has occurred they shall contact the SRO who will determine whether law enforcement action is appropriate.
4. The SROs will, whenever possible, attend meetings of the school's parent and faculty groups to solicit their support and understanding of the SRO program and promote awareness of law enforcement functions.
5. The SROs will, whenever possible, be available for conferences with students, parents, and faculty members to assist them with problems of a law enforcement or crime prevention nature.
6. The SROs will be familiar with the community agencies which offer assistance to students and their families, such as mental health clinics, drug treatment centers, etc.
7. The SROs when working at the school shall be armed at all times.
8. The SROs shall act as an instructor for specialized short-term programs when invited to do so by the director or a person designated by him.
9. The SROs shall coordinate all his/her activities with the administrative staff and will seek permission, advice, and guidance prior to enacting any program within the school.

10. The SROs will assist the director/principal in developing plans and strategies to prevent and/or minimize dangerous situations which may result from student unrest.
11. Should it become necessary to conduct formal police interviews with the students, the SROs shall adhere to school board policy, police policy, and legal requirements with regard to such interviews.
12. The SROs shall take law enforcement action as required. As soon as practical, the SROs shall make the director/principal of the school aware of such action. At the director's/principal's request, the SROs shall take appropriate law enforcement action against intruders and unwanted visitors who may appear at the school and related school functions, to the extent the SROs may do so under the authority of law.
13. The SROs shall give assistance to other police officers in matters regarding his school assignment whenever necessary.
14. The SROs shall maintain a detailed and accurate record of operation of the School Resource Officer Program.
15. The SROs will be expected to participate in school functions such as athletic events, dances, PTA programs and other school sponsored events where the staff and the SRO agree his/her attendance is advantageous.

G. RULES AND GUIDELINES

1. The SROs shall adhere to all state and federal laws and the policy/procedure manual of the Smith County Sheriff's Department.
2. The SROs shall keep documentation of all in office counseling sessions.
3. The SROs shall keep a copy of all policy and school reports regarding criminal incidents at the school.
4. The SROs will not take part in any school disciplinary actions; he/she will only accompany the school interviewer if there is a threat of violence. If the incident is a violation of the law, the SRO may assist in determining if law enforcement action is appropriate.
5. The SROs will not transport a sick or injured child for medical assistance or provide escort with police vehicle for school personnel. The SRO will have a patrol unit transport students to the Alternative school or in a situation related to their law enforcement functions (arrest, etc.). The SRO may assist the administration in escorting students who are violent or have threatened violence toward other school administration from the campus. It shall be the school's responsibility to release the juvenile according to school policy.
6. The SROs shall wear the appropriate uniform of the Smith County Sheriff's Department during their working hours unless otherwise approved by a supervisor of Smith County Sheriff's Department.
7. The SROs shall be equipped with a radio that will enable them to have direct contact with Smith County Sheriff's Department. The SROs will be responsible for determining the need for additional police presence or assistance on campus and will make such request when needed. In the event the

SROs request additional patrol units on campus, he/she will act as the preliminary unit and direct assisting units.

8. While on duty, the SROs shall not date, fraternize or become romantically involved with any student, teacher, or school employee. If an SRO should begin to carry on such a relationship with a student or employee, the same will be grounds for immediate replacement of the officer as an SRO and another officer will be assigned to such duties.
9. As a condition of assignment, any SRO must participate in forty (40) hours of basic training in school policing within twelve (12) months of assignment. Every year thereafter the SRO shall participate in a minimum of sixteen (16) hours of training specific to school policing. All training programs shall be approved by the Peace Officers Standards and Training Commission.
10. No officer shall be assigned to a school, or continue in such an assignment, without the consent of the director.
11. In the event that more than one SRO is assigned to a school system, the Smith County Sheriff's Department shall designate one of the SROs as the senior SRO, or such other, appropriate title. The duties of the senior SRO, however designated, shall include, but not be limited to, the following:
 - a. To represent and carry out the policies of the law enforcement agency assigning the SROs;
 - b. To supervise the SROs in the performance of their duties;
 - c. To consult with the director regarding the best use of the available resources for school policing; and
 - d. To resolve disputes between the SROs and students or faculty members.
12. The memorandum may be effective for any length of time, including continuing until terminated by the parties, and may contain any reasonable notice requirement for the termination of the memorandum. However, the memorandum shall contain a provision allowing the director to suspend the active participation of the SROs in the event that the director certifies that the health, safety or well being of the students or faculty members requires the immediate suspension.