

CODE: KLG-R

**RELATIONS WITH LAW ENFORCEMENT AUTHORITIES
ADMINISTRATIVE PROCEDURES**

The following procedures are intended to guide the involvement of law enforcement authorities in the schools:

- A. Law enforcement officials may enter school premises:
 - 1. In the event of an emergency endangering student or staff safety;
 - 2. At the request of school administrators;
 - 3. To routinely check with the administration on safety and welfare concerns of the school;
 - 4. At the request of members of the faculty for educational purposes;
 - 5. When there is a warrant to arrest a student which cannot be executed outside of school hours. School administrators are not obligated to make students or school facilities available to law enforcement for non-school related investigations/arrests;
 - 6. In exigent circumstances as authorized by law;
 - 7. When working as the designated School Resource Officer (SRO).

- B. When a School Resource Officer, as an employee of the Police Department, is assigned to work in the Kittery schools, his/her responsibilities shall be regulated by the joint written agreement between the Police Department and the School Department.

Police officers, the School Resource Officer, and the “DARE” officer may act as instructors for specialized, short-term educational programs when invited to do so by school administrators and members of the faculty.

- C. The building principal shall attempt to contact the student’s parents/guardians prior to allowing law enforcement authorities to interrogate, search or arrest a student at school, except when there are reasonable grounds to believe that a health or safety emergency requires the interrogation, search or arrest to take place without prior notice.

- D. As part of their duties, law enforcement authorities are responsible for ensuring that student’s rights are protected as provided by the United States Constitution and Maine law.

- E. A student may be removed from school by law enforcement authorities when there is a court order, an arrest warrant or when authorized by law. The building principal shall attempt to notify the student's parents/guardians as soon as possible of the student's removal from school.
- F. The Kittery School Department shall release student information to law enforcement authorities only as allowed by the Family Educational Rights and Privacy Act (FERPA).

Confidential information obtained pursuant to any actions of the School Resource Officer will be handled in accordance with Federal and State law, Kittery Police Department protocol and Kittery School Committee policy.

Cross Reference: JRA Student Educational Records

Adopted: September 21, 2004

Revised: May 21, 2013