


<p>RABUN COUNTY SHERIFF'S OFFICE</p>  <p>General Order Number: 13.03</p>	<p>Date of Issue</p> <p>2/23/2016</p>	<p>Effective Date</p> <p>2/23/2016</p>	<p>Revision Date</p>
<p>Subject: SCHOOL RESOURCE OFFICER PROGRAM</p>	<p>Amends:</p>	<p>Rescinds:</p>	
<p>Index as: School Resource Officer Program</p>	<p>State Certification Standards: 6.8</p>		

PURPOSE

The purpose of this General Order is to prescribe the policies and procedures of the Rabun County Sheriff's Office regarding the School Resource Officer (SRO) Program.

STATEMENT OF POLICY

It shall be the policy of the Rabun County Sheriff Office that a School Resource Officer (SRO) Program be implemented and maintained in the Rabun County School System.

DISCUSSION

The purpose of the SRO program is to provide a resource and support for students, teachers and staff in any and all areas that relate to law and law enforcement related matters. This support includes providing classroom instruction on law enforcement matters, protecting persons and property on school campuses, gathering information concerning criminal activity involving students on or off school property, investigating crimes which occur on school grounds, and enforcing laws of the State of Georgia.

The Rabun County Sheriff's Office will maintain a certified officer in the public schools of Rabun County. The SRO is accountable administratively to the school principal. All school-related activity must be coordinated with, and have the approval of, the principal. When the SRO perceives that law enforcement action is required, he/she is to notify the principal prior to such action being taken, whenever possible. In situations requiring immediate action, i.e., those

events which could put a person/persons or the school in danger of serious harm, the SRO may take appropriate law enforcement actions to be immediately followed by communication with the principal. Except for these extreme instances, all law enforcement action taken by the SRO shall be made after contacting the principal.

I. CHAIN OF COMMAND

- A. The SRO program is a part of the Rabun County Sheriff's Office Uniform Patrol Division and all SRO personnel are answerable to that chain of command. The SRO Officer is the designated day-to-day coordinator of the SRO Program;
- B. The SRO is first and foremost a law enforcement officer;
- C. Due to the assignment to the school, the SRO is accountable administratively to the principal(s) of their respective schools. All school-related activity must be coordinated with the principal's office;
- D. At the principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of the law; and
- E. The SRO shall assist the Rabun County Sheriff's Office in the investigation of crimes that occur on school grounds.

II. SELECTION OF PERSONNEL AND MINIMUM REQUIREMENTS

- A. SRO candidates will be sworn and certified law enforcement officers with a minimum of two (2) years experience and possess the necessary education, character and demonstrated ability to deal with young people.
- B. Among criteria for consideration are job knowledge, experience, education, and training.
- C. Those selected for SRO positions must attend and successfully complete the 80-hour course in School Resource Officer training at the Georgia Public Safety Training Center. This training will be completed before the SRO will be placed in a school or as soon as a class date can be scheduled in the event an SRO needs to be appointed during the school year. In addition, the department shall attempt to send officers to the basic and advanced National Association of School Resource Officers classes as soon as possible after assignment to the position.
- D. SRO candidates will be interview by the Division Commander or designee, SRO supervisor, and a representative from the Rabun County Board of Education to determine selection.

III. DUTIES AND RESPONSIBILITIES OF SCHOOL RESOURCE OFFICERS

- A. Provide the students, faculty, staff, and visitors with the opportunity to meet and interact with a law enforcement officer in a non-confrontational setting.

- B. Act as a deterrent to crime in the school building, on the school campus and in the community surrounding the school not only through the uniformed presence, but also by developing positive relationships.
- C. Provide classroom instruction and act as a resource for information to students, faculty, and staff concerning topics of law, personal rights and responsibilities, and other law enforcement-related topics.
- D. Provide for the safety and security of the school's students, faculty, staff, and visitors.
- E. Participate in at least one (1) faculty meeting and one (1) P.T.S.A. meeting at the assigned school(s), primarily for the purpose of explaining the School Resource Officer (SRO) Program.
- F. Make himself/herself available as time permits for conferencing with students, parents, and faculty members in order to assist them with problems of a law enforcement or crime prevention nature.
- G. Respond to emergency situations that arise on campus and take whatever law enforcement action is needed to resolve the situation.

IV. REVIEW OF THE SCHOOL RESOURCE OFFICERS AND PROGRAM

- A. Evaluations of the SRO's will be held in December and June. A SRO Program Committee will perform all evaluations. The SRO Program Committee will consist of two (2) Rabun County school principals and the Rabun County Sheriff's Office SRO supervisor.
- B. Evaluations of the SRO program will be held in December and June. The SRO Program Committee will evaluate the program. The campus facilities provided to the SRO's will be viewed and recommendations on improvements or modifications made.
- C. The SRO Program Committee will review all crime data concerning incidents involving SRO's schools. Recommendations will be made for each individual school based on the review.
- D. The SRO Program Committee will review the overall performance of the SRO program as it relates to the School System and the Rabun County Sheriff's Office. Recommendations will be made concerning ways to enhance the performance of the SRO program. A written report will be compiled by the SRO Program Committee in December of each year. This report will detail the evaluations of the SRO Program Committee and the recommendations made by the committee. A copy of the report will be presented to the Rabun County School Superintendent and the Rabun County Sheriff.

V. APPEARANCE AND WEAPONS

- A. While on school property, SRO ' s shall wear a Rabun County Sheriff's Office uniform in accordance with the rules and regulations of the Rabun County Sheriff's Office. SRO's may wear appropriate casual attire when attending parent/faculty functions, making presentations, or other similar off-campus functions.
- B. SRO's will wear their duty weapons or other departmentally authorized weapon at all times while on-duty.

- C. When wearing plain-clothes, weapons may be worn exposed on belts provided that a badge is displayed on the belt in close proximity to the weapon. SRO's will conform to the Rabun County Sheriff's Office General Orders on firearms and other weapons at all times.



By Order of the Sheriff: **Chad K. Nichols**
Sheriff, Rabun County