

**CONTACTS WITH LAW ENFORCEMENT AGENCIES**

The Centennial School District recognizes the need for School District personnel and law enforcement agencies to cooperate in matters of mutual concern.

The Superintendent is responsible for the implementation of this policy.

**Policy: 3.10**  
Adopted: ..... 01/22/80  
Amended: ..... 04/28/81  
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          ..... 02/09/10

CONTACTS WITH LAW ENFORCEMENT AGENCIES

Centennial School District personnel shall consider the health, safety, and welfare of all students, as well as the rights of students and their families when contacting law enforcement agencies.

I. School-Initiated Contacts

Contacts with law enforcement agencies shall be initiated by the school administrator or designee.

- A. When a student is involved, the principal or designee shall advise the parents/guardian that he/she has contacted or is contacting a law enforcement agency and the reason for the contact. All efforts to make prior, immediate and subsequent contact with the parent/guardian shall be documented.
- B. The principal, or designee, shall notify his/her immediate supervisor of the contact with a law enforcement agency and the circumstances surrounding the contact.
- C. In all instances cited above, administrators or designees shall submit a Serious Incident Report to the Assistant Superintendent.

II. Law Enforcement Agency-Initiated Contacts

- A. When an official of a law enforcement agency contacts a School District employee regarding a student, the employee shall direct the official to contact the principal. If the principal is not available, the law enforcement agency shall be directed to the Assistant Superintendent.
- B. If the initial contact is made with a central office administrator, that administrator shall notify the principal immediately.
- C. When contact is made by a law enforcement agency, the principal shall:
  - 1. Notify the Assistant Superintendent
  - 2. Ascertain why the contact could not occur at the student's home
  - 3. Notify the student's parent/guardian
  - 4. Request that a "plain clothes" officer make the contact if possible
  - 5. Require the law enforcement agencies to present a properly issued warrant, search warrant and/or arrest warrant except in the event of an emergency or for the protection of life or property as determined by the principal.

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- D. When contact is made with a parent/guardian whose child is a minor, the principal shall:
1. Request that the parent/guardian be present if a law enforcement official has requested to contact the student on school premises
  2. Refuse permission for contact on school premises if the parent/guardian cannot or will not attend. Refusing permission for a contact does not preclude the principal's providing information to the law enforcement agency in accordance with Student Records Policy 3.6. When permission for contact between student and law enforcement agents is refused by parents and/or administrators, a written report shall be submitted to the Assistant Superintendent.
- E. When contact with a parent/guardian cannot be made, the principal shall:
1. Refuse any contact on school premises between a law enforcement official and the student, unless a court order or arrest warrant is presented
  2. Upon request, provide information to the law enforcement agency in accordance with Student Records Policy 3.6
- F. An exception exists in the case of "hot pursuit" i.e., investigation of a felony which has just occurred on or off campus and the law enforcement agent has reasonable cause to believe that a student(s) may be involved in a felony. In this case, the principal shall:
1. Attempt to make contact with a parent/guardian and request his/her presence when a law enforcement official apprehends a student as a result of a "hot pursuit"
  2. Apprise the Assistant Superintendent of the situation
- G. In all of the situations outlined above, the principal shall submit a written report to the Assistant Superintendent.