

## Article V.A.1. Duties of the Granite School District Police Department

### A. Establishment of the Granite School District Police Department

In order to enhance the safety of the district's children and patrons at school, personnel at work, and the security of district property; the Board of Education establishes the Granite School District Police Department. Department officers are State Certified Law Enforcement Officers pursuant to Utah Code 53-13-103.

### B. Statement of Policy

The focus of Granite School District Police Department is to enhance safety and security for children and personnel at school and work but not to provide general law enforcement services to the broader community. The Granite School District Police Department, in consultation with the superintendent or the superintendent's designee, shall develop departmental directives to regulate department activities in order to implement the focus.

Although community safety and security are primarily the responsibilities of federal, state and local law enforcement agencies and not generally the function of a school district, the Board of Education also believes that safety and security will best be realized as the Granite School District Police Department works in harmony with other agencies. While implementing the department focus, Granite School District Police Officers are authorized to work cooperatively with federal, state and local law enforcement agencies.

### C. Duties of the Granite School District Police Department

Subject to the Granite School District Police Department Statement of Policy, the department is charged with promoting a safe, secure, and uninterrupted environment for the district students, personnel and educational process.

#### 1. General Responsibilities

- a. Investigate district related crimes or allegations of crimes against children or personnel or involving district property.
- b. Investigate allegations involving District Policy and Procedure under the specific authorization of the superintendent, or designee.
- c. Promote security consciousness among district personnel (e.g. closing windows, locking doors, security of valuable equipment, security of keys, etc.).
- d. Work with federal, state, and local government agencies in the area of school safety and security.

#### 2. Investigations and Readiness

- a. Respond to emergency calls for suspected criminal actions or injury involving district students, personnel or property.
- b. Ensure that vandalism and theft reports are carefully and accurately completed and submitted on the forms provided. (See Administrative Memorandum #2)
- c. Maintain adequate police equipped vehicles and other necessary equipment as provided by the Board of Education.
- d. Stay up-to-date on school problems and work toward prevention and restitution.
- e. Stay up-to-date on federal funding programs.
- f. Provide inservice training programs for Granite School District Police personnel.
- g. Establish and implement a comprehensive and uniform crime report, containing information on all types of school-related crimes.
- h. Maintain a 24-hour emergency communication center for routine and disaster coordination.

3. Security Promotion

- a. Coordinate security and safety programs with schools, maintenance services, and school facilities.
- b. Provide a uniform lock and key program. (See Administrative Memorandum #14)
- c. Involve district personnel, students, and the community in planning and recommending safe school policies and procedures.
- d. Maintain and expand the alarm, access control, and video systems to include both safety and security of district students, personnel, and facilities.
- e. Be involved in the planning of new facilities and the remodeling of existing facilities.

4. Relations with Other Agencies

- a. Subject to the Granite School District Police Department Statement of Policy, work with local law enforcement and fire officials in planning and implementing policy and procedures to enhance safety and security within the district.

- b. Develop and maintain relationships with federal, state and local law enforcement agencies consistent with the Granite School District Police Department Statement of Policy.
- c. Maintain a two-way radio system linked to public safety and law enforcement agencies.
- d. Report potentially criminal activity that occurs away from district property to municipal and county law enforcement authorities for investigation and action. Off-campus activity that impacts the educational or work environment may be investigated and acted upon insofar as it impacts the educational and work environment.

5. Granite School District Police Department Vehicles

Granite School District Police Officers who live within 15 miles of the school district boundary are authorized to use district vehicles to commute to and from work subject to other provisions of the Board of Education's Vehicle Use Standards policy.

6. Granite Police Department Annual Report

The Board of Education shall receive an annual report on the services and activities of the Granite School District Police Department to include a report on departmental directives and changes to departmental directives. The report shall include policy revisions and service provision recommendations calculated to further enhance the safety of the district's children, personnel at school and work and the security of district property.