

PROCEDURES FOR CONDUCTING STUDENT-LAW ENFORCEMENT/SOCIAL SERVICES INTERVIEWS ON SCHOOL PREMISES

A. Types of Interviews:

1. A student victim interview is an interview with a student who is a victim of a crime, including abuse or neglect.
2. A student witness interview is an interview with a student who is thought to have some information that would be helpful to officials in investigating some crime or other offense.
3. A student suspect interview is an interview with a student who is suspected of some violation of the law or some other offense.

B. General Requirements Regarding Student-Law Enforcement/Social Services Officer Interviews:

1. Law enforcement/social service officers should make every reasonable attempt to interview students outside of the school setting except in cases where the school has requested law enforcement assistance, in emergencies, or as specifically required by law.
2. All student interviews by law enforcement/social services officers on school premises shall be conducted in such a way as to minimize school disruptions. All student interviews will follow the guidelines listed:
 - a. Interviews should be coordinated with the student's schedule if at all possible.
 - b. Interviews should not be allowed during an exam except in an emergency.
 - c. The principal or his/her designee will summon the student from his/her class, unless the law enforcement agency and school administration feel the situation warrants personal contact with the law enforcement/social services officer and the interview will be conducted in an office setting to promote confidentiality.
 - d. Parent/guardian notification will be attempted when law enforcement/social service officers are involved in a student interview, except for cases involving allegations of child abuse or neglect.
 - e. The building principal or appropriate school designee may be present during the law enforcement/social services officer interview as determined appropriate by the building principal/designee and consistent with law enforcement/social services agency standards.
3. School officials shall attempt to notify a student's parent/guardian prior to law enforcement/social services officers conducting a student suspect interview. A student suspect interview may be conducted if attempts to reach the parent/guardian are unsuccessful if an emergency exists as determined by the building principal/designee and the law enforcement/social services agency. Emergency situations are defined as:
 - a. a delay may result in flight of a suspect;
 - b. destruction of evidence;
 - c. opportunity to cover up a crime;
 - d. or an unacceptable threat to the community.