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**CS24**

**SCHOOL LIAISON**

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Effective Date: 05 September 1997  
Last Reviewed/Revised Date: 07 September 2022\*

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**POLICY**

1. The Delta Police Department (Department) will provide a school liaison function within the Department that will:
  - a) enhance interaction between the police and the school community by establishing direct contacts with the schools;
  - b) facilitate input from the school community;
  - c) identify problems and seek their resolution;
  - d) assist school authorities in student traffic safety patrol programs;
  - e) be administered under the authority of the Community Policing Bureau and the responsibility of the Sergeant of the School Liaison and Youth Section;
  - f) be conducted using appropriately selected and trained members and the appropriate equipment and techniques; and
  - g) assist patrol with outreach programs in elementary schools.

**REASON FOR POLICY**

2. To enhance the relationship between the police and the school community to improve policing services and to prevent crime by:
  - a) creating a better understanding of the role of the police officer in the community;
  - b) giving students a basic understanding of law and order, including their responsibilities to it and its protection of them;
  - c) creating a better understanding of the individual's responsibility to their community;

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- d) offering presentations on crime and safety issues which are relevant to youth; and
- e) monitoring and taking proactive steps to prevent crime and promote safety in the school community.

### PROCEDURES

3. Members assigned as School Liaison Officers are responsible for implementing the operations of the School Liaison Program and perform the following duties and activities:
  - a) developing and enhancing trust and relationships with youth, school staff and administrators through visibility and regular interaction;
  - b) scheduling and attending regular visits to Delta schools and discussing the School Liaison Program with school principals and staff to ensure each school's interests and requirements are accommodated;
  - c) preparing and delivering talks and lectures to students on a variety of topics, such as police Department operations, resources and procedures, youth crime, police work as a career, and other topics of interest to students;
  - d) visiting classrooms on an informal basis and participating in discussions, making contacts, and establishing and developing effective communications and rapport with students;
  - e) participating in and/or attending extracurricular activities, such as games, concerts, dances, meetings, field trips and other school related events;
  - f) acting in a consultative and advisory capacity with students, teachers and parents on specific offence matters, criminal and behavioral problems and other matters as required, recognizing that the member cannot provide legal advice and is not a trained counselor;
  - g) as appropriate, providing referrals to social agencies, such as the Ministry of Child and Family Development, Delta Family Services, Delta Mental Health or Delta Youth Services;



- h) arranging for guest speakers and for the participation of other members of the Department in the School Liaison Program;
- i) performing primary investigative work regarding criminal activities or problems in school;
- j) collaborating with the Patrol Section in relation to criminal investigations related to students or school activities;
- k) collaborating in integrated inter-agency responses in relation to child abuse complaints responses;
- l) identifying crime problems or problem individuals in or around assigned schools and attempting to implement corrective crime prevention measures;
- m) providing instructional assistance to schools that operate a Student Traffic Safety Patrol Program;
- n) participating in meetings between police and school district managers;
- o) selecting students suitable for the Student Police Academy and administering the Academy program;
- p) preparing and maintaining work reports, files and records as required;
- q) promoting safety through the Violent Threat and Risk Assessment (VTRA) program;
- r) attending board hearings, where appropriate, to assist school administration with the safety, behavior and long term placement of students;
- s) attending and assisting school administration officials with safety plan meetings, where appropriate, when students return to school after suspensions;
- t) conducting annual training and rehearsal in lockdown and hold and secure emergency procedures;
- u) seeking to utilize the least punitive measures in order to avoid criminalizing youth, where practicable; and



- v) performing other related duties, as required.

\*Revised Dates:  
15 May 2012  
15 December 2017