

Police/Emergency Service Relations

1.0 Purpose:

The Wirt County Board of Education is committed to protect students from individuals not associated with the school system but also strives to cooperate fully with all emergency services, law enforcement agencies, and the Department of Health and Human Resources. One of the primary objectives of an education is to produce responsible citizens who will respect the rights of other persons and the property belonging to them. Police departments exist to protect these personal and property rights of all citizens. Emergency services are put in place to preserve, protect, serve, and to help citizens' physical and mental well-being to the best of their ability. The Wirt County Board of Education's goal is to follow procedures and protocol to assist these emergency services whenever feasible.

2.0 Definitions:

Emergency/Ambulance Services: A specially equipped vehicle used to transport the sick or injured. EMS or emergency medical services.

Fire Department: An organization for preventing or extinguishing fires; especially a government division (as in municipality) having these duties. Wirt County Volunteer Fire Department

Police Department: The department of local government concerned with enforcing the law and preventing crime. This group includes, but is not limited to the State Police and County Sheriff Department.

Temporary Custodial Setting: temporary place/area where a student is kept until taken to the proper agency, until parents are contacted in situations where something needs to be readily addressed.

3.0 Responsibility:

3.1 Police Departments:

- 3.1.1 Police have the responsibility to enforce laws in order to protect all citizens.
- 3.1.2 Police can enter schools if they suspect a crime has been committed, if they have a warrant for an arrest or search, or if their assistance has been requested by school officials.
- 3.1.3 Consistent with personal rights and freedoms, schools have a responsibility to see that the personal rights guaranteed each citizen of the United States are not violated because police wish to interrogate a pupil during school hours.
- 3.1.4 It is the duty of the school officials, teachers, and students to cooperate with police and each other to ensure that the rights of all involved are respected.

3.2 Fire Department:

- 3.2.1 Fire Department is issued lockbox keys to gain access to interior/exterior keys to all school facilities, if needed in a fire emergency. The lockboxes are located in a convenient area, so they can respond in a quick and efficient manner.
- 3.2.2 All Wirt County School employees are to cooperate and coordinate efforts with

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fire department personnel in all situations.

- 3.2.3 It is the fire department and the school system's responsibility that all students' well-being is to be protected and preserved.
- 3.2.4 In an emergency, it is the school Principal's responsibility that the correct fire department contacts are made and that the Superintendent or Director of Support Services are contacted as soon as feasibly possibly.

3.3 Ambulance/Emergency Services:

- 3.3.1 Following the teacher/staff, including the nurse, evaluating the accident/injury/illness scene and directing any unaffected person to a safer and secure area. The teacher/staff member will call 911 and advise of situation, type of injury or illness.
- 3.3.2 The teacher/staff member will contact the school Principal's Office
- 3.3.3 The school Principal's Office will contact the Superintendent of Wirt County or the Director of Support Services at the Wirt County Board of Education office. If the Principal is not available for some reason, the teacher/staff member shall call the Superintendent directly.
- 3.3.4 The teacher/staff member will assess the severity of injury or illness, render first Aid, if qualified to do so, and use universal precautions if handling bodily fluids.
- 3.3.5 Do not move injured person(s) unless there is a threat or imminent danger.
- 3.3.5 If scene is not safe, i.e electrocution, downed wires, and etc., the teacher/ staff wait for emergency medical responders.
- 3.3.6 In all emergency situation, when needed, he teacher/staff members will assist emergency medical responders.
- 3.3.7 If the medical emergency involves a staff member, the Principal should assign to take control of the staff member's classroom.
- 3.3.8 In the event of minor medical problems, the school staff member will move the student to the office and assess situation, administer first aid, if appropriate, file incident report, and make proper notifications.
- 3.3.9 If deemed necessary, in regards to the emergency situation, the emergency medical responders have a lockbox key that gives them access to interior and exterior keys to all school facilities located conveniently at each school's entrance. This is give emergency responders quick and efficient access when needed.
- 3.3.10 It is the school principal's responsibility to contact the fire department designee and the Superintendent or Director of Support Services are contacted as soon as possible.

4.0 Procedures:

4.1 Police Conducting an Investigation in the School

- 4.1.1 Upon arrival at the school, such agencies should be directed to the principal.
- 4.1.2 When such agencies request permission to interrogate a student at school, the principal shall make reasonable efforts to notify the student's parents, guardian, or

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custodian prior to said interrogation, when appropriate.

- 4.1.3 All attempts to notify parents, guardians, and/or custodians should be documented.
- 4.1.4 During a criminal investigation, if a student is to be questioned by the police, or by school officials in the presence of the police, the school administration should cooperate with the police and help to ensure the privacy of the student is protected.
- 4.1.5 The police officer is responsible to ensure that the student's parents or guardian, or lawyer should be contacted prior to questioning.
- 4.1.6 The police officer is responsible to ensure that the student's constitutional rights are not violated.
- 4.1.7 Whenever an agency is interrogating a student, the principal or his or her representative shall be present throughout the proceedings, unless prevented from doing so, for example, by court order or law enforcement direction.
- 4.1.8 West Virginia Code § 49-5-2 specifies that statements made by students under the age of fourteen, while being questioned by law enforcement officials, cannot be used in a court proceeding unless his or her lawyer is present; such statements made by students who are fourteen and fifteen years old cannot be used in a court proceeding unless their lawyer is present or a parent is present and the parent has been informed of the student's rights. The police officer shall determine when the use of restraints is necessary during such questioning to control an unruly student to prevent the student from harming him/herself or others.
- 4.1.9 Students have a right under the Federal and State Constitution to not incriminate themselves. This also applies to a situation when a student is questioned about a crime on school grounds by an individual acting in the capacity of a law enforcement official. Students are entitled to be informed of their rights against self-incrimination if they are in law enforcement custodial setting, which means that they are not at liberty to terminate the interrogation and leave.
- 4.1.10 Students do not have a constitutional right against self-incrimination when being questioned by school officials acting under the supervision of school officials who are investigating alleged non-criminal, school-related misconduct.
- 4.1.11 If incidents appear to be non-serious in nature, which have occurred outside of school time, and for which school authorities have not summoned police, shall be interviewed after school hours, away from the school.
- 4.1.12 In all cases of interviews involving minors the police officer (s) shall notify the parent or guardian.

4.2 Fire Department:

- 4.2.1 In the event of a fire, the school fire alarm system notifies the local fire department.
- 4.2.2 The school will manually activate the evacuation signal, if not already activated, and provide additional verbal instructions.

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- 4.2.3 The sensors within the school will activate school sprinkler system.
- 4.2.4 The fire department after gaining access, checks the building to verify that it has been evacuated.
- 4.2.5 If known, the school will identify what type of fire it is i.e. electrical, chemical, grease, other.
- 4.2.6 School and fire department, once they arrive, will keep unnecessary people away from the area.
- 4.2.7 Fire department will decide if it is safe or desirable to shut off the power or natural gas in areas depending on the type of fire and situation being addressed.
- 4.2.8 Fire department will follow procedures and protocol to each unique fire situation at the school facility.
- 4.2.8 Following the fire incident, the fire department will activate the “all clear” signal and provide verbal instructions.

4.3 Emergency Services:

- 4.3.1 Once the emergency service providers are contacted and they arrive at the school, the Emergency Service Workers will direct the staff what they need assist with.
- 4.3.2 The EMS will follow their procedure and protocol relating to each emergency situation, and they follow-up by informing the next precautionary steps the faculty needs to perform to best help with the incident.
- 4.3.3 If the emergency incident involves an “all clear” response, the Emergency Workers will communicate as much, and the staff will ensure that this is completed in an orderly manner.
- 4.3.4 The school principal needs to document the incident and any other related incident that occurs from the emergency situation.

5.0 Agency Requests to Remove a Student

- 5.1 The principal or their representative shall immediately notify the Superintendent of Wirt County Schools
- 5.2 Unless prevented from doing so, for example, by court order or law enforcement direction, the principal will also notify the student’s parent, guardian, or custodian.
- 5.3 On occasion, the principals will need outside police assistance in dealing with misconduct that rises to the level of criminal behavior. When police are called, the Superintendent of Wirt County Schools should be advised of the situation as soon as feasible. Principals must contact Child Protective Services immediately if the principal or any school employee reports a suspicion that a student has been abused or neglected.

6.0 SEVERABILITY:

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If any provision of this policy or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this policy. If WV state code is changed or modified, the superintendent will use discretion to adapt or modify this policy as needed.

REVIEW SCHEDULE: This policy will be reviewed in accordance with the policy review schedule published by the Superintendent.

Authority: WVDE Policy 4373; WV Code § 49-5-2

Replaces: Policy LDAJ-R, April 13, 1999.