

## **AGREEMENT BETWEEN WORCESTER PUBLIC SCHOOLS AND WORCESTER POLICE DEPARTMENT 2015 – 2016 School Year**

Worcester Public School (WPS) Administrators are directed to use the following procedures in requesting assistance from the Worcester Police Department (WPD).

### **Emergency or Acute Incidents: 911**

For all situations requiring an **immediate response or police intervention**, 911 must be dialed. (Examples of situations requiring an immediate response would be a fight in progress, a serious medical problem, any life threatening situation, suspicious building intruders). School staff will give as much accurate detail as possible when describing the problem and the specific location on the school campus. The best entry point for police to access the problem should be conveyed as well. Be advised that if making this call via cell phone, the call is first routed to the State Police and then transferred to the WPD.

#### **Emergency Response by Police:**

At least one Operations Officer will be dispatched to the school on all emergency 911 calls requiring immediate action. The Officer will conduct the initial investigation and take appropriate action (i.e. request for hearing application for complaint or arrest when necessary). Should the investigation warrant a complaint; the Route Officer will assist the School Administrator in filing a complaint application.

### **Non-Emergency, Past or Generalized Incidents:**

*The School Liaison Unit of the Worcester Police Department works Monday – Friday, 8:00 am to 4:00 pm.*

- **During School Hours**, principals will call the **School Liaison Unit** of the Community Impact Division at 508-799-8664.
- **Before-School or After School Hours**, police service requests will be forwarded to the WPD Complaint Line at 508-799-8606.

### **Threat of Bomb or Explosives:**

On Bomb Threat Procedures, the Principal will call 911 for an immediate police response. If possible, at the time or receipt of the call, an attempt should be made by the school administration to utilize the \*57

tracing system in order to learn of the callers identity or and/or location. (Refer to the Verizon "Unlawful Call Center" brochure for instruction).

Once the school is evacuated, the responding police officers will assist in the search of said "bomb threat location". **NOTE:** The respective school principal has the ultimate authority on when reentry to the school is to occur.

### **Police Response Guidelines:**

For incidents not requiring an immediate emergency response by police, the School Liaison Officer is to be contacted by school administration to respond and investigate the matter at hand. The School Liaison Officer in turn can address and investigate the matter or refer the matter to the appropriate investigating unit, i.e. Vice, Sexual Assault Unit, Traffic Division, etc.

Request for added police presence/patrols on WPS campuses before, during or after school should first be directed to the School Liaison Officer who will arrange for adequate police deployment. Instances such as anticipated fights, threatened or anticipated domestic violence, trespassers, snowball or rock throwing at school busses should also be directed to the School Liaison Officer. It is understood that some incidents may materialize suddenly and require a 911 police response.

School Liaison Officers are to handle all past and non-emergency investigations on Worcester Public Schools campuses that are reported to them by the school administration.

School Liaison Officers, on a daily basis, are to review call data to determine whether a school assigned to them required 911 police service from Operations or other street officers.

School Liaison Officers shall handle requests for Traffic enforcement (i.e. speed, crosswalk enforcement) or for chronic parking issues, to a reasonable degree. If added enforcement activity is required, the Traffic Unit of the Operations Division must be contacted so that traffic enforcement can be deployed.

School Liaison Officers should respond to their assigned schools to confiscate and secure drugs or other paraphernalia confiscated by school administration, as per WPD drug evidence procedure. However, if the School Liaison Officer's response cannot be made in a timely manner, the Route Officer will respond.

### **Mutual Cooperation:**

When requested by an investigating officer, principals are to make an administrator available to assist in identification of students.

It is understood that both the WPD and WPS must adhere to certain confidentiality and privacy laws/statutes/regulations, and that any protected data that is divulged or uncovered in the course of an investigation, will be safeguarded by both organizations.


Mr. Robert Pezzella, School Safety Liaison for the WPS will be the primary point of contact for the schools.

Sgt. Tony Maddox, Commander of the School Liaison Unit, will be the primary point of contact for the WPD.

### **School Resource Officer Model:**

The Worcester Public Schools in partnership with the Worcester Police Department, have committed to the School Resource Officer (SRO) model practices of school policing during the 2015 – 2016 school year. Once both agencies define the appropriate model/practices to be adopted, this MOU will be revised to reflect the role of the SRO, training for both school administrators and police officers in the use of police powers, and authority in a school environment.

  
Mr. Gary J. Gemme, Chief of Police

  
Dr. Marco Rodrigues, Interim Superintendent of Schools

12-14-15

DATE

12-16-15

DATE