

School Liaison Officer Program (formerly School Resource Officers)

Purpose:

Lake Washington School District has a long-standing partnership with each of the law enforcement agencies that provide services within the district boundaries. The primary purposes of maintaining this strong relationship are:

- Provide expertise and guidance to the district related to threats, safety and security in the context of the district's Layered School Safety program
- Increase understanding of each partner's operations and the impacts on service and response
- Help keep students out of the criminal justice system
- Provide positive interactions between law enforcement officers, school staff, students, and families
- Connect school staff, students, and families to supportive community services

Primary duties to be performed for each school:

Each law enforcement agency will select a School Liaison Officer for each comprehensive high school feeder pattern. If additional law enforcement resources are available, the agency may assign other school-trained officers to provide additional services. The primary duties of the liaison officers will be:

- Participate in threat assessments, as needed or requested
- Provide continuous support of district efforts to manage threats of violence or harm
- Respond to 911 and other emergency calls at schools
- Conduct scheduled safety assessments of school facilities at the request of district administration
- Truancy paperwork service
- No Trespass paperwork service
- Respond to collisions that occur on campus
- Provide support for traffic and pedestrian concerns in school zones
- Collect/dispose of evidence/paraphernalia obtained during school operations
- Provide educational support, if requested by building administration
- Provide safety training for staff, students, parents and the greater community, as requested
- Comply with district policies and procedures
- Child Protective Services (CPS) investigations

Expectations of district:

The district and schools will provide the following support and resources for the School Liaison Officer program:

- Provide security access to schools and district facilities, including keys and access cards
- Provide officers with private work space in schools, when needed
- Lead effort to develop and implement a Standard Operating Procedures Manual for clarification of duties and roles

- Provide draft Memorandum of Understanding (MOU) each year for collaborative updates and renewals
- Create data dashboard for law enforcement activities
- Hold Community Connectors meetings to engage stakeholders regarding School Liaison Officer program

Expectations of law enforcement:

The law enforcement partner will provide the following support and resources for the School Liaison Officer program:

- Participate in continuous improvement of partnership
- Attend district meetings, as requested
- Participate in the development of a Standard Operating Procedures Manual
- Ensure officers assigned to school support maintain specific training related to service to youth and schools
- Collaborate with district on data collection
- Participate in Community Connectors engagement meetings