

FACILITY SECURITY

THE SPECIAL INVESTIGATIVE UNIT (SIU) SHALL BE RESPONSIBLE FOR THE INVESTIGATION OF ALL CIVIL AND CRIMINAL INCIDENTS THAT OCCUR IN SCHOOLS AND FACILITIES. THE SPECIAL INVESTIGATIVE UNIT SHALL ASSIST OTHER LAW ENFORCEMENT AGENCIES (AND CHILDREN AND FAMILY SERVICES) IN THE INVESTIGATION AND PROSECUTION OF SUCH ACTS.

THE SIU IS ORGANIZED TO RECEIVE TELEPHONE REPORTS ON A TWENTY-FOUR HOUR BASIS; HOWEVER, THIS IS NOT INTENDED TO PRECLUDE THE FILING OF THE IMMEDIATE NOTIFICATION) FORM (INF).

AUTHORITY: F. S. 230.22 (1) (2)
Policy Adopted: 7/17/90; 9/5/74; 3/21/95

POLICY READOPTED: 11/17/98

RULES

1. Incident Reporting Procedures:

a. School/facility administrators (designee) shall report to the SIU (and appropriate law enforcement agency, when applicable) upon discovery of:

- | | |
|--------------------------------|---------------------|
| Alcohol | Gang Activity |
| Arson | Harassment |
| Assault (Simple or Aggravated) | Kidnapping |
| Battery (Simple or Aggravated) | Motor Vehicle Theft |
| Bomb Threat | Robbery |
| Burglary | Sexual Battery |
| Death | Sexual Offenses |
| Demonstrations | Theft |
| Disrupting School Function | Trespassing |
| Drugs | Vandalism |
| Fighting | Weapons |
| Other Serious Incident | |

b. The INF report shall be initiated and sent to SIU immediately. All incidents shall be reported as defined in the Chart of Incidents. Incidents shall be reported regardless of whether police are called or a police report filed. The report (INF) should contain as much information as possible to aid in the investigation of the incident.

c. Crime scenes shall remain unaltered until the SIU or other appropriate law enforcement agency responds.

d. School/facility administrators (designee) on receipt of any information relative to crimes or threats against schools/students, and staff such as suspicious cars, suspicious or strange-acting individuals, unusual incidents or any other pertinent information concerning safety and security shall notify and forward such information to the SIU immediately.

AUTHORITY: F. S. 230.22 (1) (2)
Rules Adopted: 7/17/90; 9/5/74; 3/21/95

Policy Readopted: 11/17/98