

School Safety Information Policy Agreement

Oak Park School District

Statement of Intent

The parties to this agreement are committed to maintaining a safe school environment. We acknowledge and agree that school safety will be enhanced through the effective sharing of information and resources. The goal of this agreement is to establish procedures to be followed when an incident defined in the Response Guide for Reportable Incidents section of the Statewide School Safety Information Policy occurs. The parties further agree to develop internal policies and cooperative procedures as needed to implement the local School Safety Information Policy.

We Each Agree to:

1. Promote a coordinated effort among agencies and staff to achieve maximum public safety with the goal of reducing juvenile crime.
2. Participate in interagency planning meetings, as appropriate.
3. Jointly plan, and/or provide information and access to training opportunities, when feasible.
4. Develop internal policies and cooperative procedures, as needed, to implement this policy and the Statewide School Safety Information Policy.
5. Comply with the relevant state and federal law and other applicable local rules which relate to records use, security, dissemination, and retention/destruction.

The School Agrees To:

1. Designate a contact person to be responsible for receiving information from law enforcement, prosecutors, and courts and inform all parties as to the school's designee.
2. Notify the pupil's principal of information from law enforcement, prosecutors or the court system within 24 hours. The principal shall provide such information to relevant building personnel within 24 hours of notification.
3. Notify the appropriate law enforcement agency when an adult or a student commits any of the offenses listed in the Response Guide for Reportable Incidents on school property, on school sponsored transportation, or at school sponsored activities.
4. Develop appropriate internal written policies to ensure that confidential criminal history information is disseminated only to appropriate school personnel.

Each Law Enforcement Agency Agrees to:

1. Designate a contact person to be responsible for forwarding information to the designated school personnel and inform all parties as to law enforcement's designee.
2. Notify the superintendent, or designee, of crimes committed on school property. Notification shall be within 24 hours or the next business day when school is in session and shall include the details of the crime committed. Notification shall be within 7 days during the summer. A law enforcement agency may delay reporting of crimes to a school district if such report may compromise an ongoing investigation.
3. Promptly notify the superintendent, or designee, of crimes committed off school property which they have reason to believe may pose a significant threat of imminent danger to students, staff, or school property.

The Prosecuting Attorney(s) Agree to:

1. Designate a contact person to be responsible for forwarding information to the designated school personnel and inform all parties as to the prosecuting attorney's designee.
2. Notify the superintendent, or designee, of any criminal or juvenile court action initiated or taken against a pupil of the school district, including, but not limited to, convictions, adjudications, and dispositions. This notification shall be initiated within 24 hours after the charge is made when school is in session and include the details of that charge.
3. Inquire of each school age individual involved in a court action described in this subsection whether the individual is a pupil in a school district and, if so, in which school district.
4. Attempt to notify the school district superintendent or the superintendent of the intermediate school district where the pupil attends if it is determined that the individual is a pupil in a school district not located within the county.

The Court Agrees to:

1. Designate a contact person to be responsible for forwarding information to the designated school personnel and inform all parties as to the court's designee.
2. Notify the superintendent, or designee, of the name of the individual assigned to monitor a convicted or adjudicated youth attending a public school and of how that individual may be contacted.

Signed this ___ day of _____, 20__;
