

Criminal Conduct on School Buses

429.1 PURPOSE AND SCOPE

Criminal conduct on school buses has been identified by the legislature as a critical component for the safety and security of the community. The primary purpose of this policy is to provide officers guidance in responding to reports of alleged criminal conduct on school buses. This department, in cooperation with any other law enforcement agency that may have concurrent jurisdiction over the alleged offense, is responsible for responding to all reports of criminal misconduct on school buses in this jurisdiction.

This policy is not intended to interfere with or replace school disciplinary policies that relate to student misconduct on school buses (Minn. Stat. § 169.4581).

429.2 COMMUNITY COOPERATION

The Stillwater Police Department shall work with and consult with school officials, transportation personnel, parents and students to respond to these incidents to protect student safety and deal appropriately with those who violate the law.

429.3 PROCEDURE

This department shall respond to all criminal misconduct on school buses within the jurisdiction of this department regardless of the source of the report. Officers should take reasonable actions to complete the following:

- (a) Provide for the safety of any person involved in the incident or present at the incident.
- (b) Coordinate any appropriate care.
- (c) Investigate reports of crimes committed on school buses using the same procedures as followed in other criminal investigations as appropriate for juveniles and/or adults.
- (d) Issue citations, release pending further investigation, or apprehend and transport individuals committing crimes on school buses to the extent authorized by law.
- (e) Submit reports regarding the incident for review, approval and consideration for prosecution.
- (f) Complete follow-up and additional investigation as reasonably necessary to prepare a case pertaining to criminal conduct on school buses as required for prosecution.
- (g) Provide information to the relevant school regarding the incident as required or authorized by law.
- (h) Officers must handle this type of complaint as they would any other police call, investigate it as necessary, do the necessary reports and refer the incident to the department's juvenile officer and, if necessary, forward the completed file to the proper prosecuting authority.
- (i) If juveniles are questioned, officers are reminded to get complete information on the juveniles:

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1. Full name
 2. DOB
 3. Parents / Legal Guardians name(s)
 4. Address
 5. Home phone number
 6. Work phone number of parent(s) / legal guardian(s)
 7. School name, location and grade
- (j) Officers are reminded that they are to use discretion when handling school bus incidents. The school district and the transportation service have disciplinary policies to regulate student's behavior while they are at the bus stops and when they are being transported. (These policies are not to be enforced as if they were a criminal law.)
- (k) If the officer determines that the incident is a civil matter instead of a criminal matter, the police report should so indicate, with reference directed to the department's juvenile officer who must route the complaint accordingly.