Regulation 2002-12
Requesting Police Officers for Emergencies and School Activities

Procedures for requesting police officers shall be as follows:

I. Life Threatening Situations
   For life threatening situations, the principal will:
   Call 911 and contact Campus Police.

II. Non-Threatening Situations
    For non-emergency situations, the principal will:
    Contact Campus Police.

III. Security for School Related Activities
    The principal should contact Campus Police and request an officer(s) for the activity. Campus police will need to know the date, time, place, name of activity and number of hours.
    Following the event, principal will have the officer(s) sign a site claim form and payment will be made from the site's Activity Fund.

IV. Trespassing
    In a trespass situation, if police assistance is required to remove an individual from the site, the principal or designee must sign a complaint form before removal occurs. These forms will be made available by the Police Department at each site.