



Duval County School Police Department Duties and Responsibilities of School Resource Officers



- Work closely with the school principal(s), meeting at least on a weekly basis.
- Develop good working relationships with school faculty and staff to include assisting with criminal and non-criminal issues at school sites.
- Refer students and their families to the appropriate agencies for assistance when a need is determined.
- Attend meetings of parent groups and faculty-wide in-service sessions when needed.
- Be available for conferences with students, parents and faculty members to assist with problems related to law enforcement and crime prevention.
- Confer with the school administration to develop strategies to prevent or minimize dangerous situations on or near the campus.
- Promote citizen awareness of law enforcement efforts on campus to ensure the peaceful operation of school related programs and build support with students.
- Attend school functions or extracurricular school events as needed.
- Originate police reports on any incident of a police nature and follow the existing procedures as required by DCPS Police Department.
- Conduct threat assessments utilizing DCPS Police Department procedures.
- Provide a program of educational leadership to the students, parents and faculty addressing tobacco, alcohol, other drug issues, gang activity, violence diffusion, violence prevention, crime prevention, and safety issues in the school community.
- Act as a communication liaison with law enforcement agencies; provide basic information concerning students on campuses served by the officer.
- Take steps appropriate and consistent with a law enforcement officer's duty when a crime occurs.
- Gather information regarding potential problems such as criminal activity, gang activity, student unrest, and identify particular individuals who may be a disruptive influence to the school and or students.
- SRO's may be assigned duties in areas where law enforcement interaction with students is expected.
- SRO's will follow all applicable written directives of the DCPS Police Department.