

**RELATIONS WITH LAW ENFORCEMENT AUTHORITIES**

**I. Investigations by Law Enforcement Officers at School**

When it becomes necessary for any law enforcement officer to interview a student on school property, the principal or the principal’s designee is contacted immediately. Prior to any questioning of a student, the student’s parents, guardian, or legal custodian shall be notified of the pending interview. The law enforcement officer will be responsible to verify that the student has had contact with their parent, guardian, or legal custodian. If the parent, guardian, or legal custodian requests to be present or requests that the questioning not occur on school property, the law enforcement officer should accommodate in accordance with Section V – Memorandum of Understanding, of this policy. If the parent, guardian or legal custodian cannot be present for the interview or allows it to proceed, then the officer may proceed with the principal or principal’s designee present throughout the interview.

**II. Service of Process at School**

Should there be a need to serve a student or school employee with any “legal process,” the School Board encourages the process server to make all reasonable attempts to serve such documents off school property. If that is not possible, the principal or an administrator must contact the director of safety and security and the chief of student services and equity prior to receipt.

In any case in which custody or visitation of a minor child is at issue and a summons is issued for the attendance and testimony of a teacher or other school employee who is not a party to the proceeding, if such summons is served on school property, it may be served only by a sheriff or sheriff’s deputy.

**III. Development of Programs**

The Superintendent seeks to develop, in cooperation with local law-enforcement agencies, juvenile and domestic relations court judges and personnel, parents, guardian or legal custodian and the community at large, programs and procedures to prevent violence and crime on school property and at school-sponsored events. The Superintendent obtains and uses Sex Offender Registry Information in accordance with Policy KN.

**IV. Reports to Law Enforcement Officials**

Except as may otherwise be required by federal law, regulation or jurisprudence, the principal immediately reports to the local law-enforcement agency all incidents involving alcohol, marijuana, a controlled substance, an imitation controlled substance, or an anabolic steroid on a school bus, on school property, or at a school-sponsored activity, including the theft or attempted theft of student prescription medications that may constitute a felony offense.

Except as may otherwise be required by federal law, regulation or jurisprudence, the principal immediately reports to the local law-enforcement agency all incidents involving

1. the sexual assault, death, shooting, stabbing, cutting, or wounding of any person, abduction of any person as described in Va. Code § 18.2-47 or § 18.2-48, or stalking of any person as described in Va. Code § 18.2-60.3, on a school bus, on school property, or at a school-sponsored activity;
2. any written threats against school personnel while on a school bus, on school property, or at a school-sponsored activity;
3. the illegal carrying of a firearm, as defined in Va. Code § 22.1-277.07, onto school property;
4. any illegal conduct involving firebombs, explosive materials or devices, or hoax explosive devices, as defined in Va. Code § 18.2-85, or explosive or incendiary devices, as defined in Va. Code § 18.2-433.1, or chemical bombs, as described in Va. Code § 18.2-87.1, on a school bus, on school property, or at a school-sponsored activity; and
5. any threats or false threats to bomb, as described in Va. Code § 18.2-83, made against school personnel or involving school property or school buses

except that a principal is not required to but may report to the local law-enforcement agency any incident involving any written threats against school personnel while on a school bus, on school property, or at a school-sponsored activity committed by a student who has a disability.

Except as may otherwise be required by federal law, regulation or jurisprudence, the principal may report to the local law-enforcement agency any incident described in Va. Code § 22.1-279.3:1.A that is not required to be reported pursuant to the two previous paragraphs.

**V. Memorandum of Understanding**

If the Alexandria Police Department (APD) employs school resource officers (SROs) in Alexandria City Public Schools (ACPS), the Alexandria City School Board and APD will have a memorandum of understanding (MOU) that sets forth the powers and duties of the school resource officers. The School Board and APD review the MOU at least once every two years or at any time upon the request of either party. Upon review, the MOU is affirmed, amended, terminated or rescinded. The School Board provides notice and an opportunity for public input during each review period for the MOU. The current MOU is conspicuously published on the ACPS website.

Adopted: November 21, 1996  
 Amended: April 6, 2006  
 Amended: July 1, 2011  
 Amended: December 17, 2020

Legal Refs. Code of Virginia, 1950, as amended, §§ 8.01-47, 8.01-293, 9.1-101, 16.1-264, 22.1-279.3:1, 22.1-279, 22.1-280.2:1, 22.1-280.2:3, 22.1-293.  
 8 VAC 20-750-70.

Cross Ref.: JFC Student Conduct

89	JFC-R	Student Code of Conduct
90	JGD/JGE	Student Suspension/Expulsion
91	JGD-R/JGE-R	Student Suspension/Expulsion Regulations
92	CLA	Reporting Acts of Violence and Substance Abuse
93	JM	Management Of Student Behaviors In Emergency Situations
94	KN	Sex Offender Registry Information

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Commented [MS1]: Added breadcrumbs so it’s clear all actions are in accordance with the MOU.

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Should there be a need to serve a student or school employee with any “legal process,” the School Board encourages the process server to make all reasonable attempts to serve such documents off school property. If that is not possible, the principal or an administrator must contact the director of safety and security and the Chief of Student Services and equity prior to receipt.

In any case in which custody or visitation of a minor child is at issue and a summons is issued for the attendance and testimony of a teacher or other school employee who is not a party to the proceeding, if such summons is served on school property, it may be served only by a sheriff or sheriff’s deputy.

III. Development of Programs

The Superintendent seeks to develop, in cooperation with local law-enforcement agencies, juvenile and domestic relations court judges and personnel, parents, guardian or legal custodian and the community at large, programs and procedures to prevent violence and crime on school property and at school-sponsored events. The Superintendent obtains and uses Sex Offender Registry Information in accordance with Policy KN.

IV. Reports to Law Enforcement Officials

Except as may otherwise be required by federal law, regulation, or jurisprudence, the principal immediately reports to local law enforcement officials all incidents listed below that may constitute a felony offense:

- assault and battery that results in bodily injury, sexual assault, death, shooting, stabbing, cutting or wounding of any person, abduction of any person as described in Va. Code § 18.2-47 or 18.2-48, or stalking of any person as described in Va. Code § 18.2-60.3, on a school bus, on school property, or at a school sponsored activity; or
any conduct involving alcohol, marijuana, a controlled substance, imitation controlled

47 substance, or an anabolic steroid on a school bus, on school property, or at a school sponsored  
48 activity, including the theft of or attempted theft of student prescription medications; or  
503. any threats against school personnel while on a school bus, on school property, or at a school  
51 sponsored activity; or  
524. the illegal carrying of a firearm as defined by Va. Code § 22.1-277.07, onto school property; or  
555. any illegal conduct involving firebombs, explosive materials or devices or hoax explosive devices as  
56 defined in Va. Code § 18.2-85, or explosive or incendiary devices as defined in Va. Code § 18.2-433.1,  
57 or chemical bombs as described in Va. Code § 18.2-87.1, on a school bus, on school property, or at a  
58 school-sponsored activity; or  
596. any threats or false threats to bomb as described in Va. Code § 18.2-83, made against school personnel  
60 or involving school property or school buses.

61  
62 The principal may report to local law enforcement officials any incident involving the assault or  
63 assault and battery, without bodily injury, of any person on a school bus, on school property, or  
64 at a school-sponsored activity.

65 Except as may otherwise be required by federal law, regulation or jurisprudence, the principal  
66 immediately reports to the local law-enforcement agency all incidents involving alcohol,  
67 marijuana, a controlled substance, an imitation controlled substance, or an anabolic steroid on a  
68 school bus, on school property, or at a school-sponsored activity, including the theft or attempted  
69 theft of student prescription medications that may constitute a felony offense.

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87 except that a principal is not required to but may report to the local law-enforcement agency any  
88 incident involving any written threats against school personnel while on a school bus, on school  
89 property, or at a school-sponsored activity committed by a student who has a disability.

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92 may report to the local law-enforcement agency any incident described in Va. Code § 22.1-  
93 279.3:1.A that is not required to be reported pursuant to the two previous paragraphs. [

Commented [2]: Updated to reflect the amendment of Va. Code § 22.1-279.3:1

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95 **V. Memorandum of Understanding**  
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97 If the Alexandria Police Department (APD) employs ~~S~~chool ~~R~~esource ~~O~~fficers (SROs) in ~~the~~  
98 Alexandria City Public Schools (ACPS), the Alexandria City School Board and APD will have a  
99 ~~m~~Memorandum of ~~u~~nderstanding (MOU) that sets forth the powers and duties of the ~~S~~chool  
100 ~~R~~esource ~~O~~fficers. ~~The MOU also addresses the use of seclusion and restraint in school settings.~~  
101 The School Board and APD review the MOU at least once every two years or at any time upon  
102 the request of either party. Upon review, the MOU is affirmed, amended, terminated or rescinded.  
103 The School Board provides notice and an opportunity for public input during each review period  
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