



After-Hours Response to Safe2Tell Reports



130.000 Appendix A

The Erie Police Department has incorporated the following protocols for handling Safe2Tell reports which come in during non-school hours. The intention is to alleviate any confusion as to who is primarily responsible for initiating any investigation, completing follow-up and passing on information to those who need or are required to receive the data.

Officer Responsibilities:

- Once a Safe2Tell report comes in to the Boulder County Communications Center, a CAD number is assigned and it is dispatched to an officer for a response.
- The call types which we will respond on immediately are high priority calls such as, but not limited to, reports of depression, thoughts of suicide, any sexual misconduct, threats of harming one's self or others, assaults, in-home turmoil which has a direct safety issue to the child, threats to the school, and/or thoughts or statements made in relation to any of the listed call types.
- Since home addresses are often not listed in Safe2Tell reports, the assigned officer will determine jurisdiction of the home address by working with Dispatch and the on-call SVVSD after hour's designee.
- The assigned officer will pull a case number and investigate the Safe2Tell report regardless of the time.
- If action is taken (arrest, M-1 hold, etc.) the officer will pass on the information and the case report number to the appropriate SRO and place a disposition into the system. The SRO will inform the school staff of the outcome.
- If no action is deemed necessary or more follow up is needed, the information will be forwarded to the SRO so he/she can continue the investigation jointly as appropriate with the school staff.
- If a call comes in which is not high priority the officer assigned the call may refer the Safe2Tell report to the appropriate SRO for their follow up.
- The officer assigned will enter a disposition of "under investigation" in the Safe2Tell system.
- The SRO will then determine if a case number is needed, update the disposition into the Safe2Tell system once the situation is resolved and inform the school staff of the outcome.

HIGH
PRIORITY

LOW
PRIORITY

School Staff Responsibilities:

- The school Principal or his/her designee who receives the Safe2Tell report will call the Boulder County Sheriff's non-emergency dispatch line (303-441-4444) and advise the call taker he/she has also received the Safe2Tell.
- They will advise they are available for assistance to the officer if needed and will provide a call back number in case they need to be contacted.
- School staff and the SRO will communicate with each other and work together as statutorily able (there are some incidents where this will not be a traditional "joint" investigation) as needed to acquire an appropriate resolution.



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- If the Principal or his/her designee feels it is necessary to contact the family to offer support or services at the school level, this will be done during school hours and after speaking with the SRO about the incident.
- For safety of the student and involved law enforcement, the Principal or his/her designee will not contact the family in any manner after hours or when school is not in session.