



DUTIES OF PEACE OFFICERS, SCHOOL RESOURCE OFFICERS AND SECURITY PERSONNEL

PURPOSE:

This document outlines the authorized duties of Peace Officers, School Resource Officers (SROs) and Security Personnel assigned to the Jefferson Independent School District (Jefferson ISD). These duties are derived from the District Improvement Plan, Student Code of Conduct and, if possible, Memoranda of Understanding (MOUs) with local law enforcement agencies. This guidance aligns with the Texas Code of Criminal Procedure Article 2A, which governs the roles and responsibilities of peace officers.

GENERAL PRINCIPLES:

Peace Officers, SROs and Security Personnel serve a vital role in maintaining a safe and secure learning environment. Their responsibilities must not infringe on behavioral or administrative duties that are more appropriately handled by school district personnel such as counselors, administrators or teachers. Their engagement is limited to law enforcement and safety-related matters.

AUTHORIZED DUTIES OF PEACE OFFICERS AND SCHOOL RESOURCE OFFICERS:

Peace Officers and SROs may engage in the following duties:

- Respond to and investigate criminal activity on campus.
- Assist in emergency management planning and execution.
- Provide security at school-sponsored events.
- Serve as a liaison between the school and local law enforcement.
- Enforce laws related to the Texas Penal Code and Code of Criminal Procedure.
- Conduct threat assessments in coordination with school safety teams.
- Support drills and preparedness exercises (e.g. lockdown, fire, evacuation).

JEFFERSON INDEPENDENT SCHOOL DISTRICT
POLICE DEPARTMENT – POLICY
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AUTHORIZED DUTIES OF SECURITY PERSONNEL:

Security Personnel may engage in the following duties:

- Monitor and control access to school facilities.
- Patrol school grounds to deter unauthorized or criminal activity.
- Observe and report safety concerns to appropriate school authorities.
- Assist in implementing campus safety protocols.
- Provide a visible deterrent to potential threats.

EXCLUDED DUTIES:

The following are not duties of Peace Officers, SROs or Security Personnel and should be handled by qualified school staff or administrators:

- Enforcing school discipline policies (e.g. dress code violations, tardiness, etc.).
- Counseling students on academic matters.
- Counseling students on behavioral matters, unless requested or pertinent to the overall safety and security of Jefferson ISD.
- Managing student truancy filings without administrative request.
- Investigating non-criminal code of conduct violations.

LEGAL REFERENCE:

All duties are aligned with Texas Code of Criminal Procedure Article 2A, which defines the lawful scope of activities for peace officers, including their jurisdiction, authority and limitations when working in public school settings.

DOCUMENTATION AND OVERSIGHT:

All official activities undertaken by Peace Officers, SROs and Security Personnel shall be documented and evaluated in collaboration with school leadership and the law enforcement agency in accordance with existing MOUs. Regular review of duties will be conducted as part of the District Improvement Plan cycle.

Adopted: _____

Reviewed: _____