
103 General AP – Interviews with External Agencies

1. Cooperation with police and other outside agencies is necessary and valuable.
2. Principals shall encourage the use of police members as resource personnel in classrooms to building greater understanding and rapport between students and police and to promote cooperation between the school and police.
3. Employees should work with police and other agencies to resolve problems that may arise occasionally with a student or students.
4. It is recommended that the interview be conducted in private unless the student requests or otherwise demonstrates that he/she requires the supportive but non-participatory presence of a familiar school employee. The investigator and Principal shall together determine the appropriateness of having a school representative present to support the student during the interview
5. School administration determines if/when confidential student information should be shared and will only share on a need-to-know basis.
6. Parents should be kept fully informed of their child's involvement with the police or other agencies, except in situations of suspected parental child abuse.

PROCEDURES:**1. Police Interviews**

- (a) All visits or inquiries must be made through the principal.
- (b) Principals may request to see identification. If identification is not in order, the person should not be allowed to meet with any student and the matter should immediately be reported to the police. If in doubt, contact your local RCMP department to verify request.
- (c) Principals may allow police interviews with a student to occur on school property. If the reason for the interview does not involve a matter of imminent threat/ harm or arrest, the principal may refuse the interview to happen during school time.
- (d) The principal shall advise parents that the police are interviewing their child and give the name and phone number of the police officer.
- (e) There may be occasion where police remove a student to be interviewed off site. Unless the matter involves the custodial parent, the Principal shall advise the parents that the police have taken their child off site to interview them and give the name and phone number of the police officer.
- (f) If a student is to be arrested by police, the principal will assist the police in a manner that is least disruptive.
 - The police and student should leave school premises immediately upon carrying out the arrest or apprehension.
 - The principal shall, by phone, immediately notify a parent that their child has been apprehended. If contact cannot be made, other contact information on file at the school will be used to attempt communication of the apprehension.

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The principal will make sure a parental contact has taken place as soon as possible.

2. Child Intervention -- Interviews
 - a) All child intervention interviews should follow the process as outlined in procedure 207.
 - i. Statement from the social worker (if possible)

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