

North Vancouver School District – Police Interviews in Schools

Administrative Procedures – Developed May 2019

POLICE INTERVIEWS IN SCHOOL

We believe that a Principal and/or Vice-Principal acts as a reasonable and careful parent in protecting the rights and interests of students who attend their school. It is the intent of this document to provide guidelines for a Principal and/or Vice-Principal in such incidents that require support. However, should this document not apply to courses of action insisted upon by a police officer, and if it appears to be an emergency, the Principal and/or Vice-Principal should not interfere in any way with the actions of the police.

PROCEDURES FOR INTERVIEWS WITH STUDENTS

Normally, students are interviewed at school only under exceptional circumstances, but when it is necessary for a police officer to interview a student, the Principal and/or Vice-Principal must be notified. If the Teacher in Charge (TIC) is in a supervisory role, the TIC must contact the Principal and/or Vice-Principal immediately before proceeding. If the Principal and/or Vice-Principal are unable to be contacted, the TIC must contact the District Principal of Safe Schools.

If the police request an interview with a student who is under the school's supervision, the Principal and/or Vice-Principal, whichever is appropriate, shall seek permission from the parent or guardian, prior to any interview taking place. If the parent or guardian grants permission for the interview with the Principal and/or Vice-Principal present, the parent must speak directly to the Principal and/or Vice-Principal or, if deemed necessary, give written permission.

If the student's parents have indicated that they wish to be present for the interview, the Principal and/or Vice-Principal must inform the police that the parents wish to attend the interview and request that the student not be interviewed until their parents arrive.

The Principal and/or Vice-Principal standing in loco parentis has a duty to act in a manner of a reasonable and careful parent. The Principal and/or Vice-Principal must ensure that the student has been advised that they have no obligation to give a statement to the police.

The proceedings of a police interview should be carefully documented by the Principal and/or Vice-Principal, for their own records, with particular attention given to the following:

Date and time;

Names of persons present;

Information provided regarding informing of rights;

Digest of the conversation;

Time of conclusion; and

Disposition – action to be taken.

The Principal and/or Vice-Principal shall only provide name of the officer and police file number to the parent or guardian.