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|   | SUBJECT   |                              | EFFECTIVE DATE  |
|   | <b>Virginia Beach Police Department General Order</b><br><b>Chapter 12 – Traffic Operations</b> |                              | <b>07/17/2006</b>   |
|   |   |                              | ORIGINATOR/REVIEW   |
| DISTRIBUTION  |   | CALEA: 61.3.4                |   |
| ALL   |   |                              |   |
| BY THE AUTHORITY OF THE CHIEF OF POLICE:  |   |                              |  |

**Purpose**

To identify the scope of responsibility and duties for school crossing guards, and to also identify the selection criteria for selecting school crossing guard locations.

**Policy**

The Virginia Beach Police Department is committed to providing a safe environment at our schools for pedestrian students, school buses, and ancillary traffic. The School Crossing Guards provide this safe environment by controlling the traffic at their assigned school.

**Duties, Uniforms, and Training (CALEA 61.3.4A, 61.3.4 C)**

The duties, training and uniform requirements of School Crossing Guards are delineated in General Order 2.13 (Ancillary Personnel).

**Selection Criteria (CALEA 61.3.4 B)**

The Special Operations Administrative Officer who is in charge of the school crossing guards will arrange for a selection process of School Crossing Guards in accordance with General Order 2.04 (Selection.) The selection process will include an interview panel which will evaluate each applicant on knowledge, skills, and abilities relating to the performance of school crossing guards.

**Criteria for School Crossing Guard Locations (CALEA 61.3.4D)**

The determination about whether a school location requires a crossing guard will be made by the Commanding Officer of Special Operations after considering traffic volume, speed and flow, street dimensions, physical terrain, sidewalk accessibility, traffic control devices, local codes and policies, and the number and age of the students using the crossing.

**Annual Review of School Crossing Guard Locations (CALEA 61.3.4 E)**

The Special Operations Administrative Officer will evaluate each school that is employing a school crossing guard annually, and will document the evaluation of the school. This evaluation shall be accomplished by surveying the school site, consulting with the assigned crossing guard, consulting with school personnel, and consulting with traffic engineering. The evaluation of each school site will be forwarded to the Commanding Officer of Special Operations. The Commanding Officer of Special Operations will review the evaluations and make decisions on the allocation of school crossing guards.