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| School Safety Program Officer Weekly Activity Log  (Revised 8/30/18) | | | | | | | |
| **Officer:** | | **SRO**  **Month:** | | | | | |
| **District:** |  | | | **School(s):** |  | | |
| Law Related Education -UniversalClassroom Instruction \_\_\_\_\_\_\_\_\_\_ **Staff and Community Training \_\_\_\_\_\_\_\_**  **Planning and Preparation \_\_\_\_\_\_**  **Universal hours: \_\_\_\_\_0\_\_** | | | **Law Related Education -Cohort Groups**  **Group 1 \_\_\_\_\_\_ Group 2 \_\_\_\_\_\_**  **Group 3 \_\_\_\_\_\_ Group 4 \_\_\_\_\_\_**  **Group 5 \_\_\_\_\_\_ Group 6 \_\_\_\_\_\_**  **Cohort hours: \_\_\_\_0\_\_\_** | | |  | **Time Off Campus:** |
| **Total Students Taught: \_\_\_\_**  **Total LRE hours: \_\_\_\_** |

**DEPARTMENTAL RECAP**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Activity** | **Total** | **Activity** | **Total** | **Activity** | **Total** |
| **Police Reports** | **0** | **Student Counseling**  **(Mentoring, Mediation, Informal Counseling)** | **0** | **# of Recreational Programs (Community Policing/Relationship Focus, Sports, Clubs, Performing Arts, Before/After School Programs, Etc.)** | **0** |
| **Assist Other Investigations** | **0** | **Student Contacts (Non-Classroom)** | **0** | **# of Students Participating in Rec Prog.** | **0** |
| **Training Hours** | **0** | **Adult Contacts/Counseling** | **0** | **# of Hours Officer Participated in Rec. Prog.** | **0** |
| **Home/Off Campus Juv. Visits** | **0** | **Community Contacts**  **(Businesses, Neighbors, Commuters, etc.)** | **0** | **# of After Hours Events**  **(XD, Dances, Sports, Carnivals, PTO/ Community Meeting, etc.)** | **0** |

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| --- | --- | --- | --- |
| **Date** | **# Participating** | **Time Spent** | **Activity** |
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**JUVENILE RECREATIONAL PROGRAMS**

| **Date** | **# of Participants** | **Time Spent** | **Juvenile Recreational Program Description**  **(Sports, Wilderness Experience, Youth Academy, Mini/Any Towns, Clubs, Music/Fine Arts, Academics, etc.)** |
| --- | --- | --- | --- |
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**UNIVERSAL HOURS – CLASSROOM INSTRUCTION**

| **Date** | **# of Students** | **Time Spent** | **Teacher/Subject** | **LRE Topic** |
| --- | --- | --- | --- | --- |
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**UNIVERSAL HOURS – STAFF AND COMMUNITY TRAINING**

| **Date** | **# of Participants** | **Time Spent** | **Staff/Community Group** | **LRE Topic** |
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**UNIVERSAL HOURS – PLANNING AND PREPARATION**

| **Date** | **Time Spent** | **Group**  **(Classroom/Staff/Community)** | **LRE Topic** |
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**COHORT – GROUP 1**

| **Date** | **# of Students** | **Time Spent** | **Teacher/Subject** | **LRE Topic** |
| --- | --- | --- | --- | --- |
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**COHORT – GROUP 2**

| **Date** | **# of Students** | **Time Spent** | **Teacher/Subject** | **LRE Topic** |
| --- | --- | --- | --- | --- |
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**COHORT – GROUP 3**

| **Date** | **# of Students** | **Time Spent** | **Teacher/Subject** | **LRE Topic** |
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**COHORT – GROUP 4**

| **Date** | **# of Students** | **Time Spent** | **Teacher/Subject** | **LRE Topic** |
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**COHORT – GROUP 5**

| **Date** | **# of Students** | **Time Spent** | **Teacher/Subject** | **LRE Topic** |
| --- | --- | --- | --- | --- |
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**COHORT – GROUP 6**

| **Date** | **# of Students** | **Time Spent** | **Teacher/Subject** | **LRE Topic** |
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**School Safety Program (SSP)**

Commission on Accreditation for Law Enforcement Agencies Standards (CALEA)

President’s Task Force on 21st Century Policing (21st CP)

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CALEA- 44.1.1 A: Accountability for Juvenile Functions in Writing- (also 11.1.1), 44.2.5- Community recreational youth programs

21st CP- Recommendation 4. 7-Positive police collaboration and interactions, Action Item 4.7.1-Programs and projects for positive, consistent, and persistent interactions, Action Item 4.7.2-Communy/School based programs that mitigate punitive and authoritarian solutions to teen problems.

**Officer Weekly Activity Log**

Officers are required to complete a weekly activity log that tracks LRE instruction hours, teacher and subject, the topic of each LRE lesson, and the time the officer is off their assigned campus during their duty hours, regardless of the reason. The following information is required for the **School Safety Program** grant compliance:

• Total hours of Universal LRE classroom instruction

• Total hours of Cohort LRE classroom instruction

• Teacher /subject or staff/community group

• Time spent per LRE lesson

• Total hours for planning and preparation

• LRE topic taught for each class

• Total time spent off campus

• Total hours for staff and school community training

Officers may develop their own log that tracks required items or may use ADE’s recommended activity log. The activity log must be shared with the agency supervisor and the site administrator. The agency supervisor and site administrator must support, oversee, and review the officer activity log to ensure fulfillment of grant requirements. The data from the logs shall be used for reporting to ADE. The logs must be available upon ADE’s request.

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CALEA- 44.1.1 A: Accountability for Juvenile Functions in Writing- (also 11.1.1), 44.2.5- Community recreational youth programs

21st CP- Recommendation 4. 7-Positive police collaboration and interactions, Action Item 4.7.1-Programs and projects for positive, consistent, and persistent interactions, Action Item 4.7.2-Communy/School based programs that mitigate punitive and authoritarian solutions to teen problems.

**1) Record hours spent, and number of youth involved in assisting in Juvenile Recreational Programs**

a. School Athletics

b. Youth Academy

c. Wilderness Experience

d. School Clubs

e. School Organizations

f. Community activates and organizations, scouts, YMCA, youth groups, etc.

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CALEA- 45.2.1 The community involvement; e. improving agency practices bearing on police community interaction; and f. developing problem oriented or community policing strategies.

Contacts with Community youth outside of school hours.

Community Contacts

Adult Contacts/Counseling through informal counseling/collaboration

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