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Sheriff

HARFORD COUNTY SHERIFF'S OFFICE OPERATIONS POLICY

School Critical Incident Response

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Responsible Unit:	Police Operations	Rescinds:	MAN 4500 dated 12/14/12
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1. Purpose

To establish procedures for responding deputies/supervisors to critical incidents occurring at schools within Harford County.

2. Policy

The Harford County Sheriff's Office (HCSO) will provide safety to students, staff, visitors, emergency responders and civilians in the event of a critical incident. The HCSO will have a plan in effect to carry out a safe and successful operation with minimal injury, property damage, and disruption to both school and community.

3. Definitions

CRITICAL INCIDENT: any event occurring at a public/private school within Harford County, or at Harford Community College that would require a large-scale emergency response from the HCSO.

4. Procedures

A. Responding Deputy

1. Verify the critical incident (active shooter, hostage situation, etc.).
2. Notify supervisor/communications of the situation.
3. Gather information on suspects (i.e., identity, description, location, motive, weapon, etc.).
4. Continue to direct operations until relieved by a senior deputy or supervisor.

B. Critical Incident Response Plans

1. The Community Services Division has created Critical Incident Response Plans for each school in Harford County and are available in <\\Hqhcs02\share\Patrol\Critical Incident Response Plans> along with all the other infrastructure plans.
2. Upon receipt of a reported critical incident at a school, the Watch Commander/Duty Officer will:

- a. Activate the Critical Incident Response Plan for the designated school (prior to the arrival of road units) if he feels the initial call(s) justify such response;
- b. Activate the Critical Incident Response Plan immediately upon request of the deputy(s) on the scene;
- c. Notify the Harford County Department of Emergency Services (DES) dispatch of the activation of the school Critical Incident Response Plan; and
- d. Notify Command Team.

C. Response

1. Except as outlined in C.2., all units on the road (to include Patrol, School Policing, Court Services, Warrants, Crime Suppression Unit, Criminal Investigations Division, etc.) are to respond.
2. Two patrol units are to remain in service to handle calls in the county until relief units are brought into service.
3. All deputies on duty that can be spared from other duties are to respond to the scene as soon as possible (i.e., deputies assigned to administrative duties, special assignments, and court security deputies).
4. Call out Special Response Team.
5. Call out Crisis Negotiation Team.
6. Call out all available K-9's.
7. Notify allied agencies of the incident, request assistance if needed.

D. On Scene Supervisor

1. Patrol supervisor will:
 - a. Respond to the scene and relieve/assist first responding deputy(s);
 - b. Move operation communications to the tactical talk-group for the precinct responsible for handling the incident; and
 - c. Set up a command post, continue assigning posts to responding units, etc., as outlined in the response plan.

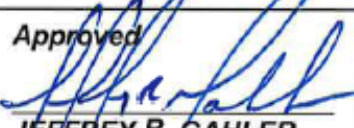
E. Responsible Supervisor

1. Incident Commander (Captain or higher) as designated by the Sheriff.
2. Designate Incident Command Support Staff, including but not limited to:

- a. Operations Commander;
 - b. Tactical Commander;
 - c. Logistics Commander;
 - d. Fiscal Commander;
 - e. Public Information Officer; and
 - f. Liaison Officer.
3. The Chief Deputy will:
- a. Designate a member of the Command Team to respond to the DES Operations Center;
 - b. Institute a 12-hour shift rotation for all affected personnel to include incident command support staff, if appropriate;
 - c. Assure the proper communications are maintained between the DES, area hospitals, Board of Education, and any additional support/assisting agencies; and
 - d. Suspend all police services that do not immediately affect health and safety.

F. **School Policing Unit**

1. **At least on an annual basis, the School Policing Unit will update the Critical Incident Response Plans for the schools in Harford County.**

Approved

JEFFREY R. GAHLER
SHERIFF
DATE 2/11/2022