

# ***Fort McMurray Catholic Schools Operating Policies and Procedures***

## **OP 391 – Interrogation/Interview of Students by Outside Agents**

### **Policy**

No person except the legal guardian of the student, law enforcement officers or child welfare workers shall be permitted to interview/interrogate students on school premises.

School officials are expected to cooperate with police and other appropriate civilian authorities in the execution of their duties.

School staff will not act as a parent representative during law enforcement interrogations.

### **Procedures**

#### **A. Interrogations: Law Enforcement Officers**

1. When a police officer finds it necessary to question a student during school hours, the police officer will report to the Principal or his/her designate, identify him/herself and make known the purpose of the visit.
2. The Principal will bring the student to a private office where the interview will take place.
3. The Principal will advise the Law Enforcement Officer that:
  - a. A parent or representative of the parent is required for a child under the age of 12
  - b. A parent or representative of the parent may be requested by a student between the ages of 12 and 16
4. If the Law Enforcement Officer refuses to comply with a) or b) the Principal or designate will request that the interview be removed from the school premises.
5. Before a student is removed from the school, unless directed or requested by the police the school should communicate by phone with the parent/guardian and inform them of the course of action.

6. The Principal shall advise the Superintendent of any breach of these procedures.

**B: Interviews: Child Welfare Workers  
(Law Enforcement Officers sometimes act on behalf of Child Protection Services)**

1. If a Child Welfare Worker comes to the school to interview a student, the Principal shall require the Worker to provide appropriate identification, advise as to the nature of the interview and to state why the interview must be conducted in the school and during school hours.
2. The Principal shall facilitate access to the student if the matter is urgent and there is a need to conduct the interview in school and during school hours. Except for matters or investigations related to suspected child abuse or neglect, the Principal shall confirm that the parental permission has been obtained from the parent by the Child Welfare Worker prior to the interview taking place.
3. The Principal shall permit interviews in the school in cases of suspected child abuse or neglect or investigations involving suspected physical or sexual abuse. The Principal shall obtain a written statement from the Child Welfare Worker stating that this is the case. Parental contact shall not be required prior to the interview and no witness need be present.
4. The principal shall ensure that a written record of the identity of the Child Welfare Worker, the date and time of the interview and the name of the student being interviewed is taken and maintained on file at the school.

**August 2009**