

SANTA CLARA POLICE DEPARTMENT GENERAL ORDER 45.1

COMMUNITY SERVICES: ORGANIZATION AND OPERATIONS

ISSUED APRIL 2006

45.1.1 Commitment to Crime Prevention / School Services

The Santa Clara Police Department commitment to crime prevention and school services encompasses wide range of proactive and innovative programs. Community participation and belief in the concept that crime is reduced through proactive partnership with the community insure the continuing success of these programs. All Department members, including non-sworn employees and volunteers, are responsible for crime prevention efforts. Training and assistance is provided to all Department members and the community through the Community Services Unit.

45.1.2 Crime Prevention Unit

The Crime Prevention Unit is the organizational component through which the crime prevention activities are coordinated and implemented. There is a close relationship with other Departmental components enabling an exchange of information and providing assistance to each other.

Crime Prevention is a part of Community Services Unit within the Services Division and operates under the supervision of the Crime Prevention Sergeant. They are responsible for planning, coordinating, implementing and evaluating crime prevention activities.

45.1.3 School Services Unit

School related activities and programs are coordinated and implemented through the School Services Unit. There is a close working relationship between the public school districts and private school system, enabling an exchange of information and the ability to work together.

The School Services Unit operates under the supervision of the School Services Sergeant. They are responsible for planning, coordinating, implementing and evaluating school services activities.

45.1.4 Priority/Determination of Programs

Various factors are considered when determining the priority of crime prevention programs. An analysis of criminal activity is made based upon the statistical information provided in the annual criminal activity report and monthly crime analysis reports. The perceptions and needs of the community are actively sought. Surveys and personal contacts are used to solicit information. Open and continuous communications with community groups, businesses, individuals, and regulatory agencies are maintained.

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Programs are evaluated and reviewed every year by the Community Services Unit and the Services Division Captain who make specific recommendations to the Chief regarding the programs.

45.1.5 Neighborhood / Business Watch Programs

Crime Prevention Unit staff will not only encourage but will assist in the creation and implementation of Neighborhood/Business Watch Groups. A group may form at the request of residents or business people, or when criminal activity in a particular area indicates a need. Working together with neighborhood / business leaders, Crime Prevention Staff will provide materials, guidance and training in the establishment of Neighborhood Watch Groups. Once established, these groups will be monitored and encouraged. These organizations provide a forum where residents may address local crime issues and problems. An organized neighborhood or business area provides a strong defense against criminal activity and enhances the livability of the community.

45.1.6 Crime Prevention Programs

The Crime Prevention Unit will provide information and assistance to anyone having an interest in the community. Various successful programs enable the Police Department to reach a large and diverse number of residents. A few of these programs are:

D.A.R.E.- (Drug Abuse Resistance Education) This successful curriculum has gained international support. Specially trained D.A.R.E. Officers work in the classroom to help young students improve their self-esteem and reduce their vulnerability to peer pressure. Through practice and role-playing, students gain confidence in their abilities, and learn skills designed to help them resist offers to try drugs, or participate in other unlawful activities.

Neighborhood Watch - Neighbors work together to discuss their concerns and improve the safety of their homes. With the help and guidance of a Community Service Officer, local groups organize and develop their own sustaining leadership. To insure their continued success, groups are monitored and assisted by the Crime Prevention Unit. The Crime Prevention Unit provides instruction to the members in home security and other related topics. These groups empower neighborhoods to resolve neighborhood crime issues and improve the livability of the Community.

Business/Community Watch- The Crime Prevention Unit provides valuable assistance to our business community through the efforts of Business Watch and Project Clearance. Business Watch consist of monthly meetings between local business owners and crime prevention personnel. The purpose of each meeting is to identify areas of mutual concern and to seek collaborative solutions. Project Clearance is a joint effort with other City departments and private developers that review proposed building projects. The Crime Prevention Unit provides an officer that reviews each project for safety and crime prevention issues in order to facilitate a “crime prevention by design” concept.

School Resource Officer - A trained school resource officer works closely with the middle and high schools in the local school districts. The officer is a resource to the school and a liaison to the criminal justice community. Through instruction in the classroom as well as consultation, a relationship of trust and interdependence is formed.

45.1.7 Liaison with Community Groups

To provide direct access by community members, the Crime Prevention Unit maintains a published public telephone number. Crime prevention presentations are made at fairs, festivals, and other public events. Communication with local community organizations is maintained through visits and presentations. Communications will be maintained with local, state and national crime prevention organizations. Crime Prevention Officers maintain membership in statewide and nation-wide crime prevention associations.

45.1.8 New Construction Design / Plans Checking

The Crime Prevention Unit actively seeks the opportunity to provide input to those who regulate, plan, zone or otherwise have an interest in new construction projects. Information will be provided to public and private concerns promoting the principles of crime prevention through environmental design. A close association is maintained with the Santa Clara Fire Marshal's Office, the City of Santa Clara Planning Department, and local builder's associations.