

ELIZABETH POLICE DEPARTMENT GENERAL ORDERS



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SUBJECT: UNION COUNTY CARES PROGRAM

EFFECTIVE DATE:

October 2, 2020

BY THE ORDER OF:

Chief Giacomo Sacca

BY AUTHORITY OF:

Police Director Earl J. Graves

PURPOSE On March 10, 2020, the Union County Prosecutor’s Office issued a county-wide law enforcement directive to establish guidelines for the uniform application and implementation of the Union County CARES Program. This Order serves as the guideline for the Elizabeth Police Department implementation of the program.

POLICY It is the policy of the Elizabeth Police Department to provide available resources to both law enforcement and school personnel to ensure the health, safety, and welfare of the Union County school community. As such, the agency is committed to developing, implementing, and continuing programs designed in furtherance of that goal. In partnership with the Union County Prosecutor’s Office, the Elizabeth Police has collaborated with the Drug Enforcement Administration and the Union County Superintendent of Schools to implement the Union County CARES Program. This program is a tool for school personnel to help mitigate the negative effects experienced by children exposed to trauma. For purposes of this Directive, the terms “child” and “children” shall refer to any student enrolled in pre-kindergarten through 12th grade, regardless of age.

Effective immediately, when a member of the Elizabeth Police Department responds to an incident where a school-age child is present, the staff member shall complete the specific Elizabeth CARES notice located in PowerDMS. These incidents shall include but are not limited to, the following when a child is a victim or witness.

- The arrest of a household member
- A search warrant served in the residence
- Drug/Alcohol overdose of a family member
- The suicide of a family member
- Incident of domestic violence
- Physical/sexual abuse
- Community violence
- A child who is being bullied or who bullies others
- Forced displacement from residence
- Involvement with the Child Protection & Permanency (CP&P) agency
- House fires
- Any other incident where a child is identified at the scene as being exposed to trauma (i.e., crime/drug activity within the household/violence/abuse)

PROCEDURE

When an Officer assesses a situation where a child is present. If the Officer determines that the child has been exposed to trauma as described above, the Officer shall:

1. Fill out the Elizabeth Police Department-specific CARES notice.
 - A. The CARES notice only requests the following information:
 - Name of the school the child attends
 - Date, time, incident date
 - Name of the child, grade, and age
 - No other information goes on the CARES notice
2. Place the completed notice in the Juvenile bin at the front desk.
3. If the Chief of Police receives a CARES notice from an outside agency, he/she shall forward the notice to the designated agency detective.
4. The designated EPD Juvenile Detective shall submit the form via email to the designee of the Elizabeth Board of Education and UCPOCares@ucnj.org for program tracking.
5. The Elizabeth Police law enforcement designee assigned to the school shall coordinate with the Board of Education Security to ensure that the CARES notice is forwarded to the proper authority at the impacted child's school.
6. The Superintendent of Schools for the Elizabeth district or their designee signs off on receipt of the form and returns the completed document to designated EPD Juvenile Detective and a copy to UCPOCares@ucnj.org.