



SCHOOL SAFETY PATROL Guidelines and Procedures

PURPOSE:

The School Safety Patrol is a peer leadership program that builds a sense of citizenship and leadership among its members. Patrollers direct children, not traffic, and help bus drivers safely transport students to and from schools. Members of the Patrol are also helpful with younger students entering and exiting the building.

PROGRAM SUMMARY:

1. Adult school employee serves as patrol supervisor
2. Students are given a summary of the program, job responsibilities and process for applying
3. Students submit application and obtain parent or guardian permission
4. Students are selected by school personnel
5. Patrollers are trained on their patrol responsibilities
4. Patrollers are given belts and badges
5. School-wide assembly is held to inform student body

ORGANIZATION OF PATROL:

1. Determine the size of the patrol (Corners, walkways, busses, doors, back-ups)
2. Determine hours of duty (AM, PM or both)

SELECTING PATROL MEMBERS:

Find students with the following criteria:

- Leadership, reliability, good scholastic record, courtesy and respect for classmates, desire to help others
- Consider Health Factors - mental or emotional problems
- Students that lack respect for others or have behavior issues should not be considered for the patrol program.

Assign Captain, Lieutenant and/or Sergeant - Optional

The number of officers is determined by the amount of work required, with larger patrols requiring additional officers

- Captain can prepare meeting agenda, check posts and keep track of equipment.
- Lieutenant can perform the captain's duties in the captain's absence.
- Sergeant can be responsible for all equipment

TRAINING PATROL MEMBERS:

Ideally, patrol members for the coming school year should be chosen before school closes for summer vacation so they may have the opportunity to practice on-the-job training with existing patrols. This will also enable them to begin their job the first day of school.

Training should consist of the fundamentals of traffic safety (take Patrollers around to all stations, explaining why that area needs the position), leadership skills, how to be a good role model, ways to get others to listen and care of patrol equipment. The demerit system should also be discussed.

INTRODUCING THE NEW SAFETY PATROL PROGRAM:

It is important for schools to introduce the new patrol program, along with its new patrol members. This helps the student body understand the purpose of the program and helps students ‘buy-in’ to the program. If the school is not able to incorporate these introductions into a school-wide assembly, consider others ways to introduce the program, such as:

- Have a couple of patrollers come to the beginning of each grade level lunch along with the patrol coordinator. The coordinator can say a few words about the program, introduce the patrollers (wearing their belt and badge)
- Have an announcement planned for the day prior to the patrol program going live. Explain why the school is introducing the program, read the names of the patrol team and have children look out for the bright yellow belts and badges the next day.

REWARDING PATROLLERS:

End of year certificates and pins are available free of charge from the AAA. These items can be given to patrollers at end-of-year ceremonies.