



POLICIES AND PROCEDURES	
Policy: 5S-503 Law Enforcement Related Incident Reporting	
Index: Student Services- <i>Student Conduct and Discipline</i>	Monitoring: As Needed

1. PURPOSE

1.1. The Board of Directors at Spectrum Academy (Board) has adopted this policy to ensure Spectrum Academy (School) complies with the Utah State Board of Education’s (USBE) rules on reporting law enforcement related incidents as described in R277-912.

2. SCHOOL REPORTING REQUIREMENTS

2.1. Each academic director shall collect the following data for incidents that occur on school grounds while school is in session or during a school-sponsored activity:

- 2.1.1. arrests of a minor;
- 2.1.2. other law enforcement activities as defined in Section 53E-3-516(1);
- 2.1.3. disciplinary actions as defined in Section 53E-3-516(1); and
- 2.1.4. all other data as outlined in Subsection 53E-3-516(3) and (4).

2.2. Each academic director shall report the data compiled for each school year to the executive director of academics on or before September 1<sup>st</sup> of the year in which the school year ended.

2.2.1. The report shall exclude all identifiable student information.

2.3. The executive director of academics shall compile the submitted data to form an aggregated report consistent with Subsections 53E-3-516(3)-(5).

2.3.2. The report shall be compiled no later than November 1<sup>st</sup> of each year in which the school year ended and provided to the Board.

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**REFERENCES**

[Utah Code Ann. §53G-4-402\(14\)](#) – Board rules and policies.

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**RELEVANT LINKS**

[R277-912](#)

[53E-3-516\(1\)](#)

[Law Enforcement Related Incident Report Form Template](#)

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**DOCUMENT HISTORY**

Adopted: 1/18/23

Revised: