Under [Massachusetts General Law, Chapter 71, Section 37P(e)](https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXII/Chapter71/Section37P) (M.G.L.ch.71§37P(e)), each school with a school resource officer (SRO) is required to annually submit to the Department of Elementary and Secondary Education (DESE) the SRO memorandum of understanding (MOU) and operating procedures (OP).

**The MOU is required to include, at minimum:**

* mission statement, goals and objectives of the SRO program
* roles and responsibilities of the SRO, the police department and the school
* process for selecting SROs
* mechanisms to incorporate SROs into the school environment, including school safety meetings
* information sharing between SROs, school staff and other partners
* organizational structure of the SRO program, including supervision of SROs and the lines of communication between the school district and police department
* training for SROs, including, but not limited to, continuing professional development in child and adolescent development, conflict resolution and diversion strategies, de-escalation tactics and any other training required by the municipal police training committee established in [M.G.L.ch.6 §116](https://malegislature.gov/Laws/GeneralLaws/PartI/TitleII/Chapter6/Section116)
* manner and division of responsibility for collecting and reporting the school-based arrests, citations and court referrals of students

The model SRO MOU (<https://www.mass.gov/doc/2022-school-resource-officer-memorandum-of-understanding/download>) has more information about the required information and can be found on DESE’s Office of Student and Family Support’s [Emergency Management Planning for Schools](https://www.doe.mass.edu/sfs/emergencyplan/default.html?section=SROMOU#add-info-resources) webpage.

**Operating procedures for SROs** **are required to include, at minimum:**

* SRO uniform
* use of police force, arrest, citation and court referral on school property
* statement and description of students' legal rights, including the process for searching and questioning students and circumstances requiring notification to and presence of parents and administrators
* chain of command, including delineating to whom the SRO reports and how school administrators and the SRO work together
* performance evaluation standards, which shall incorporate monitoring compliance with the MOU and use of arrest, citation and police force in school
* protocols for diverting and referring at-risk students to school and community-based supports and providers
* information sharing between the SRO, school staff and parents or guardians

Please contact Juin Liu, Yi-Juin.Liu@mass.gov, for questions related to SRO MOUs and OPs.