



POLICY AND PROCEDURE

NO.440

Disorderly Groups of Youths

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The following procedure will be used to assist officers with complaints regarding disorderly groups of youths throughout the City.

Whenever an officer has a group of youths that gather at a location on his beat, drinking, committing acts of vandalism or generally disturbing people, and he so requests, a form letter will be sent by the Department to the parent(s) of those youths involved. This procedure has been used by other cities and by our own Department in the past and was successful.

When an officer requests that a letter be sent, he must make out a Youth Disturbance Report form for each youth involved. This report must contain the name of the youth, address, date of birth, name of parent, location of problem, time of stop, officer's name, name of sector sergeant, and any comments the officer may wish to make about the youth or the particular problem.

After the route officer fills out the Youth Disturbance Report, he will forward this report to the Administrative Lieutenant of his relief. The Lieutenant will check to see that the proper information is provided on the form and that the letter is mailed out. The report form will then be filed in a file open to all reliefs with a notation of the date the letter was mailed.

Should a concerned parent call looking for particulars of the problem, the parent's call shall be directed to Operations Division. The file will be checked for the officer's report. The parent will be given a brief description of the problem from the information on the report. They will also be given the name of the sector sergeant and/or area lieutenant on the proper relief supervising the problem area so they can contact them for further discussion of the problem concerning their child.

If the youth still persists in showing up at the trouble area after a letter was mailed to a parent and arrest becomes necessary, a record of the date and circumstances of past warning will be available for court purposes if a youth disturbance report is on file.

Per:

Edward P. Gardella
Chief of Police

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