



NEW ORLEANS POLICE DEPARTMENT OPERATIONS MANUAL

CHAPTER: 61.11

TITLE: SCHOOL CROSSING GUARDS

EFFECTIVE: 01/14/2018

REVISED: Replaces Policy 507

PURPOSE

The purpose of this policy is to outline the duties and responsibilities of a school-crossing guard; explain the limit of his/her authority; and describe the requirements to apply for the position.

GENERAL

1. Adult school-crossing guards are employees of the City of New Orleans under the supervision of a member of the New Orleans Police Department.
2. A candidate applying for the position of school-crossing guard must be a competent adult resident in good health residing in New Orleans in the area of the school he/she will be assigned.
3. Schools chosen for the guard program are based on the location of the school and its proximity to large streets or boulevards, the number of students attending a particular school, the grade levels of the school, and any other special considerations.
4. The Commander of the Traffic Section and or his/her designee is responsible for an annual evaluation of the above in order to determine placement of available crossing guards. The evaluation shall be conducted during the summer months of each calendar year and completed by July 31 of each year. Once completed, the Commander of the Traffic Section shall report in writing the finalized deployment plan to the Deputy Superintendent of the Field Operations Bureau. The deployment plan shall be updated as necessary throughout the year.
5. Crossing guards are authorized to stop traffic to allow children to safely cross within school crossing areas. They are not authorized to perform any other traffic control duties.
6. Crossing guards are required to dress conservatively, wearing the reflective traffic vest supplied by the department. Crossing guards shall be equipped with reflective signs to assist children crossing the street. The Traffic Section may place additional restrictions on attire/appearance, as required.