

I. PURPOSE

To establish and provide guidance for Deputy Sheriff's serving in the capacity of Child Safety Seat Technicians.

II. POLICY

It is the policy of the Fairfax County Sheriff's Office to promote and establish close liaison with the community and respond to the needs of the public. Non-Standing Units are the lead community relations agents for the Sheriff's Office. In this regard, non-standing unit members are expected to meet additional requirements for the purposes of maintaining their skills. Additionally, non-standing unit members are to follow all SOP's and meet the minimum expectations of their perspective non-standing unit.

III. PROCEDURE

- A. The Sheriff will appoint a Child Safety Seat Coordinator. Deputies desiring to participate in this program should express their interest to the coordinator verbally or in writing prior to or after completing the approved Child Safety Seat Class.
- B. Deputies must first enroll and satisfactorily complete the Child Safety Seat Class at the Fairfax County Criminal Justice Academy, allowing them to become "County Certified Child Passenger Safety Seat Technicians. A Deputy may also pay and enroll in the class via Safe Kids and become a Nationally Certified Technician prior to the end of the first day.
- C. Child Safety Seat Technicians need to have a working knowledge of all current child passenger safety laws within the commonwealth.
- D. Participation in a public checkpoint is required at the end of each child safety seat class for any certified technician.
- E. Only trained and certified technicians will inspect child seats for the public.
- F. Deputies who wish to become active in the program must adhere to the following rules to keep their certification current, (also, refer to Attachment 1):
 - 1. Each technician must sign a letter of expectations for the program.
 - 2. Each technician must attend a minimum of three (3) events per year; instructors must attend a minimum of four (4) events per year.
 - 3. Each technician must attend a re-certification class at the Academy every two years.
 - 4. Any technician may become a "Senior Checker" upon a showing of proficiency and a working knowledge while demonstrating the installation of child seats.
 - 5. A technician may apply to become an instructor upon completion of the National Certification class; 12 months of active participation in the program and recommended by the current Sheriff's Office Coordinator and Instructor Team.

**FAIRFAX COUNTY SHERIFF'S OFFICE
STANDARD OPERATING PROCEDURE**

**SOP NUMBER: 046b
SUBJECT: CHILD SAFETY SEAT PROGRAM**

6. Any Child Safety Seat Technician who violates any part of the training course or the program may be subject to disciplinary action to include verbal or written reprimands, suspension and/or termination from the program.
7. All Instructors in this program must maintain their national level of certification and follow the guidelines for staying current and re-certifying under Safe Kids, U.S.A.

IV. UNIFORMS

- A. The Child Safety Seat Uniform is a duty uniform consisting of a gray polo shirt and black BDU's which will be worn when attending any child seat event.
- B. Safariland (ALS/SLS) holsters with a clip-on leather badge are admissible to wear with the child safety seat duty uniform.

**06/13/2017
DATE APPROVED**

**06/28/2017
EFFECTIVE DATE**



**STACEY A. KINCAID
SHERIFF**