

DPS PROTOCOL FOR REQUESTING DPS POLICE DEPARTMENT (DPSPD) COVERAGE OF HOMECOMING PARADES AND PEP RALLIES

The purpose of this communication is to remind Principals of the requirement to notify the DPS Police Department (DPSPD) of events for their schools which are planned to occur off campus and may affect security concerns. Events such as homecoming parades and pep rallies even though planned well in advance by school staff must be scheduled with DPSPD as soon as possible. A **two week notice prior to the event** is required by DPSPD in order to provide adequate support for coverage. These events frequently require the blockage of several major streets and careful coordination between the DPSPD and Detroit Police Department.

School is now in full swing. It is requested that each principal review planned activities for the current school year and make proper notification to the DPSPD for those events which have the potential to require street blockage and rerouting of vehicular traffic on Detroit streets.

No DPS homecoming parades or pep rallies shall occur without proper notification to the DPSPD. If the DPSPD receives such notification within two weeks of the event date, there is a possibility the event will have to be cancelled. The Office of Inspector General and DPSPD recommendation to DPS Executive management will be to cancel **ALL** requests for such events if timely notification is not received by DPSPD, allowing for adequate coverage.

If you have any questions regarding this matter, please contact DPSPD at 873-2100.