

DEKALB POLICE DEPARTMENT

Subject: **Child Sex Offender Community Notification**

Policy #: **302.3**

Effective Since: 8-21-03

Originally Issued As: General Order # 37 of 11-21-96

Revision Effective: 1-1-19

FTO Training Task: NA

Reference Material: Community Notification Law, 730 ILCS 152

ILEAP Standards Covered: NA

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PURPOSE: The purpose of this policy is to establish procedures to comply with the Community Notification Law, 730 ILCS 152.

POLICY: To allow the timely and accurate notification of persons or organizations authorized access to information contained in the child sex offender registry as authorized in 730 ILCS 152.

DEFINITIONS: Legal definitions of terms are provided within the named statute.

The following are agencies that will or can receive notifications regarding child sex offender information . Primary notification is made by the Sheriff 's Office, per the statute :

- A. The boards of institutions of higher education.
- B. School boards of public school districts.
- C. Child care facilities.
- D. Libraries.
- E. Public housing agencies.
- F. Illinois Department of Children and Family Services.
- G. Social service agencies providing services to minors.
- H. Volunteer organizations providing services to minors.
- I. A victim of a sex offense.

PROCEDURES:

- A. Chief of Police Responsibilities; these are to be carried out by a Support Division Commander:
 - 1. Ensures internal policies and procedures are developed regarding the release of child sex offender information.
 - 2. Provides for the training of participating staff to ensure they are prepared to implement the provisions of the law.
 - 3. Periodically reviews operations to ensure accurate information is available in a timely and reasonable manner.
 - 4. Ensures the department maintains information on all sex offenders who are required to register within the municipality.
- B. Child Sex Offender Registry Registration Form: The registration form is developed by the Illinois State Police using LEADS community notification summary inquiry criteria. A registration form will not be regarded as completed until authorized by the State Police. The Police Department cannot deny a person registration if they are required to register.
- C. The Child Sex Offender Registry Form contains the following information:
 - 1. The offender's name, address, and date of birth.
 - 2. The offense for which the offender was convicted.
 - 3. Adjudication as a sexually dangerous person.
 - 4. The offender's photograph or other such information that will help identify the sex offender.
 - 5. Offender employment information, to protect public safety.

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6. E-mail addresses, instant messaging identities, chat room identities, other Internet communications identities, all Uniform Resource Locators (URLs) registered or used by the sex offender.
7. All blogs and other Internet sites maintained by the sex offender.
8. County of conviction.
9. License plate numbers.
10. Age of the sex offender at the time of the offense.
11. Age of the victim at the time of the offense.
12. Any distinguishing marks or tattoos of the offender.

D. Public Access to Child Sex Offender Registry Records

1. The department may provide information contained on the registry directly to any individual or entity likely to encounter a sex offender or sexual predator.
2. Sex offender information is maintained on the Illinois State Police website at www.isp.state.il.us
3. Sex offender registration information must be made available for public inspection to any person, no later than 72 hours or three business days from the date of request.
4. Requests can be received in person, in writing, or by telephone.
5. The department may help educate the community regarding availability of child sex offender registry information.
6. The department may make available the information on all sex offenders residing within any county.
7. The department may place sex offender information on the Internet or in other media.
8. The department may provide to the public a special alert list warning parents to be aware that sex offenders may attempt to contact children during holidays involving children, such as Halloween, Christmas, and Easter, and to inform parents that information about sex offenders are accessible on the Internet at www.isp.state.il.us or by request at department headquarters.

E. Juvenile Sex Offenders

1. Information regarding juvenile sex offenders attending school shall be provided only to the principal or chief administrative officer of the school.
2. Information for juvenile offenders should contain a clear notation indicating juvenile sex offender information cannot be disseminated to the public.
3. The registration form of a juvenile sex offender sent to that school's principal must be maintained in a separate file.
4. The principal may inform staff but information cannot be released to public.
5. Names and other information regarding juvenile sex offenders shall not be placed on the Internet or made available to the public with the exception that law enforcement agencies have the discretion to provide information to the public when public safety is threatened.
6. For purposes of community notification, the adjudicated juvenile delinquent sex offender shall continue to be treated as a juvenile, even though he or she reaches the age of 18.
7. Exception to the confidentiality of juvenile records: when there is a reasonable belief that the juvenile offender poses a safety risk to a specific person.

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Policy originally issued 8-21-03; this revision becomes effective on 1-1-19 by authority of the Chief of Police.

NOTE: This policy and procedure summarizes the department's position on this specific matter. This policy is for general direction and guidance primarily designed for use by the department's members. This policy is for internal use only and does not create or enlarge an officer's liability in any way. This policy shall not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this policy, if proven, can only form the basis of an internal departmental complaint and then only in a non-judicial administrative setting.