

UW Whitewater Police



Presence at Judicial Center and Non-Department Related Court

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Special Instructions:	
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I. Purpose

To provide guidelines concerning the presence of the employees at the Judicial Center.

II. Definitions

Non-Department Related Court Matters: Any court presence or business not generated from the direct performance of your duties as an employee of the UW-Whitewater Police Department.

III. Policy

By the policy of the Walworth County Sheriff's Office, no person may bring into the Judicial Center a dangerous weapon, sharp object, OC spray, mace, electronic weapon, glass bottle, tool or any object deemed inappropriate for its intended or possible use as a weapon, except for law enforcement officers who are present as a witness, or in some official law enforcement capacity such as security. If the officer is a party to the action, is present in support of a party, or off duty, the officer may not be armed. Similar Restrictions exist for Jefferson County Courthouse.

IV. Procedure

- A. **Non-Department Related Court Presence Restrictions:** No employee will be present in court for any non-department related court matters in uniform unless they have expressed permission from the Chief or designee.
- B. No officer will be present in court for any non-department related court matters armed with a weapon unless they have expressed permission from their Chief or designee.
- C. If permission is granted, the Chief or designee and employee shall notify the Court Security Sergeant or IC prior to being present in court to get permission from the Walworth County Sheriff's Office. The Court Security Supervisor will notify the judge scheduled to hear the case, prior to the case, as well as the Support Services Captain and Lieutenant.