

## **SAN DIEGO POLICE DEPARTMENT ORDER**

**DATE/TIME:** SEPTEMBER 23, 2024 1800 HOURS  
**NUMBER:** OR 24-29  
**SUBJECT:** TRANSPORTING JUVENILES IN CAR SEATS  
**SCOPE:** ALL MEMBERS OF THE DEPARTMENT  
**DEPARTMENT PROCEDURE AFFECTED:** N/A

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**Portions of this document are deemed by the San Diego Police Department to be exempt from public disclosure because the public interest served by not disclosing the information clearly outweighs the public interest served by disclosure, pursuant to California Government Code section 7922.000.**

In certain circumstances, officers may be required to transport juveniles in the course of their duties. Officers transporting juveniles under the age of 12 years-old, shall use a child safety car seat. The only exception for this is under exigent circumstances.

- A. Due to juvenile age and weight requirements, there are three modes of seating platforms required by state law. The Department has been equipped with an “All-in One” child safety car seat, which encompasses all three safety seating modes into one platform.
- B. The child safety car seats will be stored at each of the patrol commands, to include NPD, Traffic Division, and the Watch Commander’s Office. The “All-in-One” child safety car seats are able to be utilized in three ways:
  - 1. Rear facing mode - Under 1 year of age between 5 – 40 lbs and 19 - 40 inches tall.
  - 2. Forward facing mode - 1 year of age and under 8 years between 22 – 65 lbs and 29 - 49 inches tall.
  - 3. High back booster seat - 8 years and under 12 years
- C. **Patrol vehicles equipped with a cage shall not be used to transport any juvenile, which requires a child safety car seat, unless under exigent circumstances. For all other circumstances, officers must obtain permission from a supervisor or the field lieutenant.**

- D. Marked patrol vehicles are not configured to accommodate the child safety car seat due to not having a hook. Only department vehicles equipped with a child safety tether hook shall be used to transport a juvenile requiring a child safety seat.
- E. To understand how to use the system, all sworn members of the Department are required to complete the "All-in-One Child Safety Car Seat Training Video" module in Success Factors. It shall be completed from the user's individual Success Factors account. To access the training, do the following:
1. Using the Google Chrome browser, log onto Success Factors via SDPD Intranet > SDPD Applications > OKTA Login Portal.
  2. At the first OKTA screen, select the "SuccessFactors" (Production) tile to access the application and then select the "My Learning" tile to access the learning module.
  3. Make sure you see the word "Find Learning" in the upper left corner of the screen. There, you will see a box that contains a search line which reads, "What do you want to LEARN today?" In that search box, type "All-in-One Child Safety Car Seat Training Video".
  4. A list of courses will show up on your screen. Select "All-in-One Child Safety Car Seat Training Video" and then click on "Start Course" in the lower left corner of the course's tile.
  5. Click on "All-in-One Child Safety Car Seat Training Video" Click "Launch Content." The video will open in a new window and may take a few minutes to load before it plays automatically. At the conclusion of watching the video you must click "Agree" at the bottom of the screen or the pop-window to ensure you receive credit for viewing the video. Close video window. Go back to the "All-in-One Child Safety Car Seat Training Video" home page.

All Sworn personnel must complete the "All-in-One Child Safety Car Seat Training Video" prior to using a car seat for transporting . **This training shall be completed by Friday, October 25, 2024.**

QR codes will initially be attached to the car seats to assist officers with installation. The training video will also be placed on the Resource Library in the Patrol Based Forms and Resources/Car Seat Installation.

If you have any questions regarding the content of the video, please contact (**Redacted – record exempt**)

Please read at squad conferences and give a copy to all personnel.