



City of Racine Police Department  
*Policy and Procedure*

Number: **910**

Subject: <b>Apprehension of Children Under 10 Years Old</b>		
Date Issued: <b>05-22-87</b>	Effective Date: <b>01-27-12</b>	Revision Number: <b>3</b>

**POLICY:**

This Department requires that members abide by the Wisconsin Children’s Code when dealing with apprehensions of children in general and children under the age of 10 specifically.

**METHOD:**

1. Members of the Department shall prepare a Juvenile Apprehension Request Form (PP13) when a child under the age of 10 is apprehended for an act that has resulted in personal injury or damage to or the loss of the property of another. Some discretion is allowed, thus a supplemental report may be sufficient when, for example, the juvenile is very young, i.e. 5 years old.
2. Upon apprehension, the child shall be processed for identification purposes in accordance with Procedure #911 (Photographing and Fingerprinting Juveniles). In some cases it may not be necessary to photograph and fingerprint a juvenile, i.e. very young age, with this determination left to the investigating officer.
3. Documentation of the apprehension, as well as the inventory of evidence, shall be completed in accordance with Procedure #901 (Arrest and Incarceration) and Procedure #1201 (Property Inventory Excluding Vehicles).
4. Contact Human Services Department (HSD) immediately if the apprehension of a child under the age of 10 would be a felony charge if committed by an adult. HSD may want to place the child instead of releasing the child to a parent, legal guardian, or another responsible adult.
5. Upon completing the apprehension, children under the age of 10 shall be released to a parent, legal guardian, or another responsible adult. The Human Services Department will contact the parent/guardian in approximately four (4) weeks.
6. When a parent, legal guardian, or another responsible adult cannot take immediate custody of the child, an Intake Worker shall be requested through the Human Services Department of Racine County.

**SUPERVISOR/  
SHIFT  
COMMANDER:**

Notify (via e-mail, in person, writing or phone) an Investigative Division Supervisor when a child under 10 years old is apprehended.

**INVESTIGATIONS  
SUPERVISOR:**

Notify the District Attorney (or acting District Attorney), during normal business hours, that a child under 10 years old has been apprehended.

**RELATED  
PROCEDURES:**

- [901 – Arrest & Incarceration](#)
- [911 – Photographing & Fingerprinting of Juveniles](#)
- [1201 – Property Inventory Excluding Vehicles](#)
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