General Order

Houston Police Department

ISSUE DATE:	NO.
February 27, 2015	400-24

REFERENCE: Supersedes all prior conflicting Circulars and Directives, and General Order 400-24, dated October 21, 2003

SUBJECT: CHILD SAFETY SEATS

POLICY

Employees transporting children shall do so in compliance with all applicable laws and department policies.

This General Order applies to all employees.

DEFINITIONS

Child. A person less than 5 years of age or a person less than 36 inches in height.

Child Safety Seat System (Child Seat). A seat specifically designed to transport a child in a motor vehicle. Such a seat must meet or exceed all safety standards for a child transportation system in accordance with the Federal Motor Vehicle Safety Standard (currently Standard No. 213).

1 VEHICLES

Department personnel shall transport a child only in accordance with National Highway Traffic Safety Administration (NHTSA) recommendations. Specifically, a child shall not be transported in a vehicle that:

a. Has a prisoner cage system.

b. Does not have the rear seat installed as intended by the vehicle's manufacturer for typical passenger use.

Captains of Juvenile and patrol divisions shall ensure a vehicle complying with NHTSA standards is available at all times for this purpose. Commanders of any other division that may need to transport children shall also comply with this rule.

2 CHILD SEATS

Commanders of divisions that may need to transport children shall ensure:

a. An appropriate number of approved vehicles and child seats are available for official use in the division.

b. The child seats are maintained according to the manufacturer's standards.

c. The owner's information is on file with the manufacturer in case there is a recall on a child seat model that is in the department's possession.

Employees transporting a child shall:

d. Use a child seat.

e. Use the seat in accordance with the manufacturer's instructions.

f. Ensure the seat is clean and free of contaminants (e.g., feces, urine, lice) before and after each use.

Division equipment coordinators and desk sergeants shall ensure child seats are stored in such a way as to keep the seats clean and operationally ready at all times.

3 RELATED GENERAL ORDER

600-08, **Missing, Kidnapped, and Found Persons**

Charles A. McClelland, Jr.
Chief of Police