



## Criminal Incident

Revised 07-2017

**Purpose:** To encourage criminal justice students to improve their problem-solving, decision-making, oral, and written communication skills in the area of a criminal investigation.

**Description of event:** Each school may enter a total of two teams of two students each to investigate a criminal incident. This event will consist of responding to a pre-arranged crime scene, interviewing witnesses at that pre-arranged crime scene, and gathering the necessary information needed to formulate an opinion on the nature of the incident. The students will then prepare a written report using the FPSA incident report forms, reflecting their decisions. There will be no forensic activities in this event. Two judges will observe the crime scene interviews and will also review all written reports. The report will be a combined effort by both team members in the area of organization and planning, although one team member can be the designated writer, if so desired.

Students will handle this assignment from the point of view of a patrol officer responding to a call, rather than a latent investigator. Officer safety should be observed, as dictated by the nature of the assignment. *(Example--When responding to a domestic disturbance: approach to the call, proximity to subjects, etc. are all taken into account when using OFFICER SAFETY.)*

**Limit:** 2 Teams of 2 Students per Chapter

**Dress Code:** Appropriate dress to include; business attire, chapter uniform or other attire appropriate for the competition, or as directed by your chapter advisor. Students should not be moving through the hotel facility with mock duty gear on.

**Rules:**

1. To be eligible for the competition a student must be enrolled in a secondary public service education program or a program completer as recognized by Florida Department of Education.
2. Teams will be issued an event reporting time, which will be five minutes before the event begins. Teams that are late will be disqualified. The team advisor will be responsible for scheduling the reporting times with the chairperson at the beginning of the conference.
3. Students will be dispatched by radio and will respond to the pre-arranged crime scene. Students must use proper radio techniques when calling and receiving messages. Police codes will not be used by the dispatcher. Use of codes by students is acceptable, but not mandatory. Radios will be used whenever the student sees a purpose. Students should sign-off with the dispatcher when they have completed their assignments. Two radios will be issued to each team upon arrival at the event. All other supplies are the responsibility of the individual teams. The police radios will be turned in before leaving the crime scene event.

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4. The crime scene will have 1 to 3 role players. Each team will be given 30 minutes to gather information and interview the witnesses.
5. Students may **NOT** have pre-written questions or use a blank incident report while competing in this event. Students may bring a blank notebook.
6. All teams will be given the same incident to investigate and will use the FPSA incident report forms, which will be provided at the documentation site during the report writing phase of this event. The type of crime and how the officers reached their conclusions must be included in the written report.
7. Each team will be given one hour to document their incident. A timekeeper will announce when a team has 10, 5, 3, and 1 minute remaining in both the crime scene and the documentation site. Teams will be escorted from the incident scene to the documentation site and will have 10 minutes to report. Team members may use any portion of their 10 minutes to plan and organize their activities. Late arrivals to the documentation site will have the time deducted from their 60-minute report writing time.
8. A cover page listing the team number will be completed, all pages of the report stapled together in order, and the entire report will be placed in the reporting envelope and turned into the timekeeper.
9. Reports will be written in black ink only.
10. Report-writing packages will contain a face page and supplementary pages. The timekeeper will have a dictionary and a Florida Criminal Code book at the documentation site for use by any student who needs them. All other supplies will be provided by the individual teams.
11. The judges will have the final decision on tie breakers based on the teams' overall performances. Judges may, if necessary, be from the same agency.
12. Discussing any part of the event with another team could render disqualification for both teams.
13. Students are not allowed to converse with any judge in the crime scene unless the judge addresses the student first. Role players will **NOT** be judges.



## Criminal Incident Scoring Guidelines

Member's Name: \_\_\_\_\_

Team # \_\_\_\_\_

Member's Name: \_\_\_\_\_

Chapter # \_\_\_\_\_

Excellent = 5	Superior = 4	Good = 3	Fair = 2	Poor = 1
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Please reward the team a score of 1 through 5 based on the below guidelines and your observations

### Radio procedures:

- Team members speak clearly on radio
- Team members identify themselves to dispatch and waits for a response before giving information.
- Team notifies dispatch they are en route to incident location
- Team notifies dispatch when they are on the scene
- Team runs subject information checking for wants and warrants
- Team informs dispatch they have completed the call.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Points awarded	_____
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### Scene Procedures:

- Students use interview stance.
- Students separate parties.
- Students clear scene so they know how many subjects they are dealing with.
- Students control scene / subjects with verbal direction.
- Team gathers all required information from subjects (Name, DOB, address, Phone #, occupation, hair color, and eye color) to name a few.
- Student uses note pads to take notes.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Points awarded	_____
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## Report Procedures:

- Student writes legibly.
- Student fills out all boxes of report.
- Student gathered all required information (Name, DOB, address, Phone #, occupation, hair color, and eye color) to name a few

## The narrative of the report answers the following:

- Who was involved in the incident?
- What was the incident (what type of crime if a crime occurred?)
- When did the incident take place? (Month/Day/Year/Time of day.)
- When did the student (Officer) respond to the incident? (Month/Day/Year/Time of day.)
- Where did the incident take place? (Address/location)
- How did the Incident occur, if it is known?
- Why did they come to their conclusion? What evidence was observed to support their thought process?
- Report is signed by student completing the report.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Points awarded	
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<b>Radio procedures</b>	<b>Points awarded</b>	
<b>Scene Procedures</b>	<b>Points awarded</b>	
<b>Report Procedures</b>	<b>Points awarded</b>	
<b>Total Points Awarded / Final Score</b>		

Judge's Name: \_\_\_\_\_

Judge's Signature: \_\_\_\_\_

Judge's Name: \_\_\_\_\_

Judge's Signature: \_\_\_\_\_



## Criminal Incident Judge's Winner Sheet

1<sup>st</sup> Place School: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

2<sup>nd</sup> Place School: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

3<sup>rd</sup> Place School: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

4<sup>th</sup> Place School: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

5<sup>th</sup> Place School: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_

Team Member's Name: \_\_\_\_\_