

# COLLEGE OF THE SISKIYOU



**CADET HANDBOOK**

**LAW ENFORCEMENT  
ACADEMY**

**POST CERTIFIED  
LAW ENFORCEMENT TRAINING  
CENTER**

800 College Ave  
Weed, CA 96094  
(530) 938-5599

<http://www.siskiyous.edu/cte/justice>

**On behalf of the Law Enforcement Agencies of the Northern California Regional Training Center I wish to congratulate you on your choice of the Law Enforcement profession. You can be proud of your decision and can look forward to an outstanding and rewarding career. The Academy Instructional Staff that you will be working with are experts in the field. All are current or newly retired Law Enforcement Officers. Each Instructor has worked to develop an extremely comprehensive instructional program to deliver the essential skills and knowledge that you will need as a beginning Law Enforcement Officer.**

**The Cadet Handbook will assist you as you progress through you training and will better prepare you for the instructional process. If you have any questions or needs, please stop by my office at the Emergency Services Training Center # 102 or telephone 938-5599.**

**Again, good luck in your training.**

**Glenn D. (Tad) White, Deputy SCSO  
Director  
College of the Siskiyou  
ADJ Program**

## **POST CERTIFICATION**

The California Commission on Peace Officer Standards and Training (POST) certifies the College or the Siskiyou Law Enforcement Academy as meeting current training mandates. Upon completion of the Level III, II, or PC 832 Academy, the student receives the POST certificate of Achievement for each of the levels.

## **ADMISSION REQUIREMENTS**

Each academy class is limited to 25 students. Applications will be accepted in order of their receipt. Applicants must possess a high school diploma or a G.E.D. certificate.

The law now requires each student seeking admission to a basic course of training who is not employed full-time by a law enforcement agency or as a reserve officer or deputy be required to have fingerprints sent to the Department of Justice and submit written certification from the California Department of Justice/FBI that he or she has no criminal history background which would disqualify him or her, pursuant to section 12021(1) C, from owning, possessing, or having under his or her control any pistol, revolver, or other firearm capable of being concealed on the person. This is required to be on file prior to the start of the firearms training.

Students must obtain a printout of their driving record from DMV showing they have a valid driver's license (not suspended/revoked).

Each student will enroll in a Physical Fitness Lab in order to participate in and fulfill the Lifetime Fitness requirements.

## **REGISTRATION**

Students reserve a space in the academy through the Law Enforcement Training Center office in the ESTC Building at College of the Siskiyou Weed Campus. Students should call the Law Enforcement Training Office at 938-5599 or 938-5578 to schedule an appointment or to have questions they may have answered.

## **CLASS HOURS**

The class hours are academy specific. There will be some later evening and weekend classes. The Academy staff will notify students in advance regarding any special arrangements. All dates and times of classes can be found in the course schedule.

## **ATTENDANCE**

Students are expected to attend all instructional hours of the program. Any hours missed will be made up in the form of assigned homework. Students missing more than 5% of the total instructional hours may be removed from the program.

## **PERFORMANCE**

The Commission on Police Officers Standards and Training (P.O.S.T.) requires that students pass each of the Learning Domain tests at a specific cut score level or more. Each test has this cut score assigned by P.O.S.T. Students that fail a test will have an opportunity to retake the test. If a student fails the second test they are removed from the course.

## **DISMISSAL POLICY**

Violation of any of the Policies and Procedures for Student Conduct of the Academy and/or the College may be considered grounds for dismissal. Students may be counseled to withdraw, or be subject to dismissal from the program for the following reasons:

- ✚ A student who is too poorly prepared
- ✚ A student who lacks basic academic and/or psychomotor skills or
- ✚ A student who lacks a demonstrated ability to continue with the program.

Further, any student who neglects course studies, or who is excessively absent or tardy; or who by virtue of attitude and/or appearance is deemed through staff observation and evaluation to be a negative influence on other class members and disruptive to the program may be counseled to withdraw or be subject to dismissal from the program. Please refer to the Academy Policies and Procedures Manual for more details.

## **WITHDRAWAL POLICY**

A student may withdraw without penalty from the course until the final withdrawal date established by the college.

## **EXAMINATION PROCESS**

- A. Final grades will primarily be based on the total number of points scored on all exams.
- B. Academy testing is conducted on the honor system and cheating in any form will not be tolerated. Violation of the honor system will result in automatic dismissal.
- C. Learning Domains will be tested by:
  1. Specific performance, i.e. role playing, hands-on, demonstrated motor skills, etc., and by
  2. Written examinations.
- D. Remedial training will be conducted for those students who do not successfully pass a Learning Domain during the initial examination.

- E. Remedial training will be conducted by one or more of the following methods.
  - 1. One on one instruction
  - 2. Lecture
  - 3. Demonstration
  - 4. Written examinations
- F. A student who fails an initial test and retest of a Learning Domain will be dismissed from the Academy.

## **GRADUATION**

Graduation Day will be identified during the Academy session.

## **GROOMING**

Uniform inspection will be conducted by the Basic Academy Staff. Any change from the required dress outlined above will be announced by the staff. The Basic Academy uniform is to be worn during class only unless covered by a jacket. Uniforms will be worn to all training sessions unless specific instructions are given for alternative dress. Professionalism will be maintained at all times. Body piercings, such as tongue studs, nose rings, cheek piercing, etc. are not allowed.

## **EQUIPMENT AND SUPPLIES TO BE FURNISHED BY STUDENT**

To ease the financial burden of attending the academy, we have purchased most of the required equipment and made it available for you to use.

Raingear will be needed for the firing range. There are no regulations on style or type. However, bulky rain gear should be avoided. A more form-fitting suit will allow full maneuverability at the range.

Uniforms in General – The academy uniform will consist of a long- or short-sleeve uniform shirt, black trousers, black basket weave or nylon belt. Boots must be black and highly polished. Any nylon sided or full leather boots or shoes are acceptable. Some suggested brands are Magnum, Bates, Rocky and Danner, but others will work also. High gloss, corfams or clarion finished boots or shoes are unacceptable.

Duty Gear – Cadets may use their own duty equipment. The academy has available an OC Holder, double ammo pouch, handcuff case with handcuffs and a key, a baton and baton holder, flashlight ring, flashlight, Duty Holster, and Duty Belt. Cadets can use their own duty belt, 4 keepers and one 1-3/4” black trouser belt. Belts may be nylon or leather.

## AMMUNITION TO BE FURNISHED BY STUDENT, FIREARM WITH APPROVAL OF MASTER RANGEMASTER

Weapons: **No firearms will be brought onto campus by a cadet.**

Firearms are available for the first 20 cadets requesting them. If you wish to use your own firearm it must be inspected and approved by our Master Range Master. Firearms must be semi-automatic in 9mm, 40 caliber or 45 calibers.

For those choosing to provide their own weapon, requirements are as follows:

- ❑ No revolvers permitted
- ❑ Weapons must be of a caliber .9mm or greater
- ❑ All double-action semi-automatics that have a single action mode must have a decocking lever
- ❑ No single-action semiautomatics are allowed
- ❑ Shotguns and rifles for students are provided by the academy.

### Ammunition

Ammunition –Level III , Level II , PC 832:

1000 rounds of practice ammo, 50 rounds of 12 gauge “00 Buck”, 100 rounds of 12 gauge “trap” , 10 rounds of 12 gauge “slug”

NOTE: Only factory manufactured or commercially re-manufactured ammunition may be used. NON-COMMERCIAL RELOADED AMMUNITION WILL NOT BE ACCEPTED.

### Holsters:

The following holsters are the ONLY holsters authorized for use during the basic police academy firearms training. The only exception will be if a student is using a holster that is issued AND required by their sponsoring agency. No-“high-Ride”, “clamshell” or “Crossdraw” holsters are authorized unless required by the sponsoring agency. Each of the following holsters and other equipment may be purchased in either leather basketweave, plain or nylon finish.



Bianchi AccuMold Elite Defender II



Bianchi AccuMold VanGuard 7115 Holster



Bianchi AccuMold SL3.2.1 Holster SafariLand Model 295





Safariland Model 070 (Retention Level III)



Safariland Model 200 (Retention Level I)

OTHER EQUIPMENT:



Basket Weave under-belt



Duty Belt Basket Weave  
w/Nickel Buckle



Belt Keepers (at least 4)  
basket weave w/nickel snaps



Double Magazine Pouch  
– closed top



Chemical Gents Holster –  
Open top – MK4 (large)



Expandable Baton  
Holder (Open Bottom)



Handcuff Case (Double)



Handcuff Case (Single x 2)

## EQUIPMENT

- A. Holster
- B. Mask – Chemical Agent and CPR, if available through your agency.
- C. Leather gun belt and keepers (nylon duty belt acceptable)
- D. 3 magazines – magazine pouches for duty belt.
- E. Handcuffs with key and case, two sets recommended. Strongly recommend: Peerless or Smith and Wesson. Recommend: larger handcuff key.
- F. Police Baton (one) expandable baton or PR-24.
- F. Inert OC canister

### Additional Equipment and Supplies needed

- A. Ear protectors – Earphone type.
- B. Eye protectors – shatter resistant.
- C. Flashlight – any re-chargeable 2 C-Cell Stinger or Surefire – type flashlight OR D-Cell or larger “Police” style flashlight. Must have button or momentary type switching.
- D. One 3-ring binder to contain handouts and notes (size and style of choice)
- E. Ruled paper and index dividers for notebooks (no spiral bound notebooks)
- F. Gun cleaning kit for the weapon you will use for training.
- G. Combination lock for class locker.
- H. Combination lock for gym locker.

## PHYSICAL FITNESS REQUIREMENTS

**Please read the following closely!**

Lifetime fitness training is an integral part of the academy program and all students will be required to participate and meet the training standards. Because the training standards required students to participate in a variety of strenuous activities, each student is required enroll in a physical fitness lab. Required standards of performance will be reviewed the first week of the academy.

It is important that all applicants carefully review the physical training performance requirements below. Honestly evaluate your physical fitness and judge your potential for successful completion of the requirements. Students having any questions concerning their ability to meet the physical fitness standards should contact the Academy Coordinator prior to enrolling.

The Basic Academy Lifetime Fitness Program is designed by the Commission on Peace Officer Standards and Training and administered by Academy staff to develop an enhanced level of physical fitness, in a manner that will both prepare the student to perform physically demanding police tasks, and instill a desire to maintain a high level of

fitness throughout their law enforcement career. To this end, the objectives of the program are to:

1. Prepare each student to achieve at least the minimum physical job task performance standards.
2. Sensitize and educate each student to the importance of maintaining a lifelong health-related personal physical fitness program.
3. Provide positive reinforcement and support for maintaining high fitness levels and personal health-related physical fitness programs.

At the conclusion of the physical conditioning program a student must successfully complete a battery of job-related tests in order to graduate from the academy. The test battery will consist of a series of work samples that must be performed within a specified time. Examples of the kinds of tests include:

1. Run 15 feet, climb over a 6-foot solid wall and run another 75 feet.
2. Run 15 feet, climb over a 6 foot chain link fence and run another 75 feet.
3. Drag a 165-pound mannequin 32 feet.
4. Run the 99-yard obstacle course.
5. Run the 500-yard run

All events are timed and the times are converted to points. Each student must attain a minimum of 384 points to graduate from the academy.

#### LOST, STOLEN OR DAMAGED EQUIPMENT OR DEBTS OWED TO THE COLLEGE

Students are responsible to any lost, stolen, or damaged equipment issued by the college and will be expected to reimburse the College prior to being issued a Certificate of Achievement. No certificates, copies of transcripts or any other information concerning students will be issued by the College until ALL debts due to the College are paid in full.

#### INJURIES OR ILLNESS

It will be the responsibility of the student who is ill or injured to report to a staff member as soon as possible. The student will complete the appropriate forms and be referred to an authorized doctor or medical facility, if necessary. ALL INJURIES MUST BE REPORTED IMMEDIATELY, EVEN IF MEDICAL ATTENTION IS NOT NECESSARY AT THE TIME.

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Students will not be allowed to leave class to answer phone calls unless it is regarding an emergency.