



ROBERT W. KING
MAYOR

WILTON CLEVELAND
CHIEF OF POLICE

Citizen Police Academy News Release

2017

The Henderson Police Department is accepting applications for the Citizens' Police Academy 1st Session.

Get to know your Police Department! The 8 week Henderson Citizens' Police Academy provides an opportunity for residents to learn various aspects of the Police Department, such as the guiding principles of law and ethical conduct governing the delivery of police services. Classes are a combination of lecture and interactive activities. Class topics will include The History of Policing, Communications role in Law Enforcement, Patrol Procedures, Narcotics investigation , Criminal Investigations, Ride Alongs and much more.

The academy will be held every Monday from 6:00 p.m. to 8:00 p.m. at The Henderson City Hall located at 121 Crook Avenue in the class room or city court, located on the 2nd floor. Classes begin on September 11, 2017 and will end with a formal graduation ceremony on October 30, 2017.

The program is offered free of charge and class size is limited to 12 participants. We also ask that participants commit to attending a minimum of 7 out of 8 sessions. Participants of the Citizens' Police Academy must be at least 21 years

of age and live or work in the City of Henderson. In addition, Criminal History checks will be conducted on all applicants for final approval.

The goal of the Citizens Police Academy is to educate and inform the citizens of Henderson, to provide a forum for police-community interaction, and to foster a partnership through greater understanding. The end result is to work together to solve problems and create a safer community for all.

For more information call (731) 989-5404 or to request an application come by the City Hall in Henderson, TN. The deadline for applications is September 1, 2017.

Eligibility will be based on:

- Residents of Henderson are first to be considered for the program**
- U.S. Citizenship**
- Possession of a valid Tennessee Drivers License**
- At least 18 years of age**
- Background investigation**
- Willing to commit to attending (1) two hour class per week for an 8 week period.**
- Be open minded and have a willingness to learn and enjoy the experience.**

HENDERSON POLICE DEPARTMENT

CITIZENS POLICE ACADEMY

COURSE OUTLINE

WEEK: 1 Course Orientation

- * Mission of Citizen Police Academy, expectations from participants and instructors.**
- * Introduction of Chief of Police and command staff, and Citizen Police Academy Staff**
- * History of Policing (local and abroad)**

WEEK: 2 Communications

- * Communications and its role**
- * Tour of dispatch center**
- * Tour of Criminal Justice Complex**
- * Tour of Police Department**

WEEK: 3 Operations

- * Patrol Procedures (Traffic Enforcement, Accident Investigation, Criminal Law Enforcement, DUI Investigation)**
- * Domestic Abuse**
- * Victim Assistance Programs**

HENDERSON POLICE DEPARTMENT

CITIZENS POLICE ACADEMY

COURSE OUTLINE (2)

WEEK: 4 Force

- * Officer Safety/ Force Continuum**
- * Firearms safety and range etiquette**
- * Firearms (Range)**

WEEK: 5 Investigations

- * Criminal Investigations: Crimes against persons/property**
- * Phone Forensics**
- * Narcotics Investigations/ Basic Drug Identification**

WEEK: 6 Civil Rights

- * Laws of Arrest**
- * Search and Seizure**
- * Arrest through Prosecution**

WEEK: 7 Ride Along

- * Ride Alongs scheduled throughout the week (4 hr blocks)**

WEEK: 8 Graduation

- * What have we learned?**
- * Graduation**



Citizens' Academy Application

Name : _____ Date of Birth: _____

Race: _____ Sex: _____ Age: _____ Social Security # _____

Home Address: _____

City, State: _____ Zip: _____

Home phone # _____ Cell phone # _____

In case of emergency notify: _____

Relationship: _____ Emergency contact's phone # _____

Alternative – In case of emergency notify: _____

Relationship: _____ Emergency contact's phone # _____

Do you possess a current Gun Carry Permit? yes no (if yes, what state?) _____

Have you ever participated in a Citizens' Academy, with any Law Enforcement agency before?

yes no (if yes, with what Agency?) _____

Have you ever been arrested for a crime before? yes no (if yes, give dates and details below)



What prompted your interest in the Citizens' Academy program?

By signing this application for the City of Henderson Police Department's Citizens' Academy program, I am verifying that the information on this application is true and correct and I am also authorizing, by giving my permission to the Henderson Police Department to run a complete criminal history on me, to see if I qualify for the Citizens' Academy program.

Signature of Applicant

Date

SECTION TO BE COMPLETED BY DEPARTMENT – ONLY –

Criminal History authorization signed by Applicant: yes no

Waiver and Release of Claim signed by Applicant: yes no

Department Regulations signed by Applicant: yes no

Criminal History check made _____ No record Record Attached
(Date)

Reviewing Supervisor: _____ Badge # _____

Date: _____ APPROVED DISAPPROVED TERMINATED

Chief of Police

Ride-Along Application

Name : _____ Date of Birth: _____

Race: _____ Sex: _____ Age: _____ Social Security # _____

Home Address: _____

City, State: _____ Zip: _____

Home phone # _____ Cell phone # _____

Are you currently employed? yes no

If yes, Employed by: _____

Employer's phone # _____

In case of emergency notify: _____

Relationship: _____ Emergency contact's phone # _____

Alternative – In case of emergency notify: _____

Relationship: _____ Emergency contact's phone # _____

Do you possess a current Gun Carry Permit? yes no (if yes, what state?) _____

Have you ever participated in a Ride-Along program, with any Law Enforcement agency before?

yes no (if yes, with what Agency?) _____

Ride-Along Application

Have you ever been arrested for a crime before? yes no (if yes, give dates and details below)

What prompted your interest in the Ride-Along program? _____

With your normal work schedule in mind, what would best fit your schedule? _____

What is your normal work schedule hours? _____

Riding time desired: (check one) Day shift Evening shift Midnight shift Any

Days of week desired: Monday Tuesday Wednesday Thursday Friday

Saturday Sunday All

To qualify for the City of Henderson Police Department's Ride-Along program, you must have completed a Citizen's Police Academy conducted by the Henderson Police Department. (Participants with a Collaborative work interest may be exempt from the Citizen's Police Academy qualification. Currently serving Dispatchers for the Chester County 911 center are exempt)

Have you completed a Police Academy conducted by the Henderson Police Department?

yes no (if yes, date completed?) _____

Ride-Along Application

By signing this application for the City of Henderson Police Department's Ride-Along program, I am verifying that the information on this application is true and correct and I am also authorizing, by giving my permission to the Henderson Police Department to run a complete criminal history on me, to see if I qualify for the Ride-Along program.

Signature of Applicant

Date

SECTION TO BE COMPLETED BY DEPARTMENT - ONLY -

Criminal History authorization signed by Applicant: yes no

Waiver and Release of Claim signed by Applicant: yes no

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Criminal History check made _____ No record Record Attached
(Date)

Reviewing Supervisor: _____ Badge # _____

Date: _____ APPROVED DISAPPROVED TERMINATED

Chief of Police

RIDE-ALONG REGULATIONS

1. The Ride-Along is an observer only, and should not become involved in or interfere with any situation, either physically or verbally, unless at Officer's request for assistance.
2. Ride-Alongs should be dressed in either business attire or neat, clean, casual attire. Shorts, spandex, leggings, T-shirts, sweats and caps are not acceptable.
3. Participants will not be allowed to carry a weapon while on a Ride-Along, despite current concealed weapon laws.
4. Cameras and tape recorders are not permitted by Ride-Along participants.
5. Ride-Alongs will be allowed to observe as much of any situation as is possible, consistent with their safety; however, they may not leave the police vehicle unless given permission to do so by the officer. **In compliance with a Supreme Court Ruling Ride-Alongs are prohibited from entering any private residence for any reason.**
6. Ride-Alongs must pay for their own food and beverages. If at all possible, they will be given an opportunity to eat a meal; however, this will depend on the level of calls for service.
7. The Officer may terminate the ride if the participant fails to follow the regulations or is acting in a manner inconsistent with the best interests of the Police Department.
8. The participant may request that the ride be terminated at any time. The participant will be returned to the station as soon as the Officer determines it is practical.
9. Ride-Along participants must be at least 18 years of age.
10. Participants will be required to wear a bullet resistant vest, provided by the Department.
11. Participants could be subject to court under State Subpoena for testimony.
12. Participants must get prior approval of shift Sergeant before riding on any shift.
13. Participants may not ride in a patrol unit with an Officer that is a family member.

I _____ agree to follow each of the Regulations
(Print name of Ride-Along Participate)
of the City of Henderson Police Department as described in this document.

Signature of Ride-Along participate

Date

Department Supervisor

Badge #

Date

WAIVER AND RELEASE OF CLAIM

As a condition precedent to being permitted to ride as a Ride-Along Observer in a vehicle or vehicles operated by any Officer or person employed by the City of Henderson Police Department. I the undersigned, waive any claim I may have against the City of Henderson, Mayor, Board of Alders of the City of Henderson, Officers, Supervisors or employees of the City of Henderson, Tennessee Police Department for any loss of life, bodily injury, property damage or any other claim whatsoever that I may sustain as a result of riding as such Ride-Along Observer.

I further agree that this waiver of liability by me is binding on my legal representatives, heirs and successors, and shall have the same legal effect as I have agreed to herein.

Signature of Participant

Date

Print Name

State of Tennessee
County of Chester

Signed and sworn to or affirmed before me this day by _____
Name of Participant

DATE: _____

(OFFICIAL SEAL)

Official Signature of Notary Public

Printed Name of Notary Public

My Commission Expires