

DELAWARE STATE POLICE CITIZENS' POLICE ACADEMY * SYLLABUS *

Career Development and Promotional Process

Members of the Division's Personnel Section will provide program participants with an overview of the processes and procedures regarding Career Development, Leadership Development, promotional process, and the assignment of individuals to positions.

Communications

The participants will be familiarized with the mechanics involved in the Division receiving a call for service, including the use of "911" and dispatching that call to an appropriate officer.

Community Services/Youth Intervention

Participants will receive an overview of the nationally recognized Drug Abuse Resistance Education (D.A.R.E.) Program. Camp Barnes and project I.M.P.A.C.T. will also be covered during this presentation.

Crime Prevention

The participants will receive an overview of the Division's residential and business crime prevention programs. They will receive basic information regarding home security surveys and will have the opportunity to examine security hardware on displays. A discussion of personal safety and carjacking prevention will be included.

Criminal Investigations/Laws of Arrest

The participants will be acquainted with the elements necessary to constitute a lawful arrest and with the concept of "probable cause." The participants will receive an overview of the integral parts of a criminal investigation.

Fatal Accident Investigation

The participants will be familiarized with techniques employed in accident investigation as well as the Division's policy regarding the reporting and investigation of fatal motor vehicle accidents.

Future Issues and Trends in Law Enforcement

Each participant will have the opportunity to address specific questions or comments to the Superintendent. A discussion will proceed after a presentation by the Superintendent and the Program Director regarding the future of the State Police, law enforcement as a whole, and the entire Criminal Justice System.

Graduation Ceremony

Each participant who attends at least 75 percent of the scheduled classes will be eligible to graduate and receive a Certificate of Completion at the conclusion of the Citizens' Police Academy.

Homicide Unit/Serial Criminals

Participants will learn what constitutes a serial criminal and receive a brief overview of an actual Delaware case. Members of the Homicide Unit will also present information regarding their operations during suspicious death and murder investigations.

Introduction to the Criminal Justice System

The participants will receive a brief overview of the Criminal Justice System and the Division's role within the system.

Overview of the Citizens' Police Academy

The participants will review the projected schedule and syllabus for the Citizens' Police Academy. The Division's goals regarding this program and the participants' expectations will be discussed. The participants will be encouraged to engage in open discussion throughout the academy.

Overview of the Delaware State Police

The participants will become acquainted with the organizational structure of the Division and the responsibilities of major components.

Personal Introductions

Each participant will have an opportunity to introduce themselves to or herself to the other class members. Those Division members in attendance will also introduce themselves. Individual instructors will do so during the instruction of their course.

Police Ethics

The participants will be familiarized with the Law Enforcement Officers' Code of Ethics and the emphasis placed on it during training and throughout a police officer's career.

Program Evaluation

Each participant will have the opportunity, prior to graduation, to provide his or her comments in writing regarding the value of the Citizens' Police Academy and suggestions for future sessions.

Recruiting, Selecting, and Training Police Officers

The participants will receive a brief overview regarding the process involved in the recruiting and selection of State Troopers. The training program provided to police officers will be compared to that which the participants of the Citizens' Police Academy are about to undertake. The purpose of the discipline and military bearing in the police academy will be discussed, and an excerpt from a video tape of a first day in the police academy will be shown.

Responsibilities of Other Law Enforcement Agencies

The participants will become familiar with the primary responsibility of other law enforcement agencies working with the Delaware State Police, including municipal police departments, military police, and a wide variety of federal agencies.

Specialized Units

The operations and responsibilities of a variety of special units will be reviewed with participants. The Aviation Section and Paramedics, Special Operations Response Team (S.O.R.T.), and K-9 are the three of the many special units and services of the Division that will be presented during the Academy.

Strike Force/Drug Interdiction

The participants will receive an overview regarding laws applicable to drug use and trafficking. Each participant will have an opportunity to examine various drugs and related paraphernalia. Current means of obtaining and acting upon information regarding drug activity will be discussed. Included in that discussion will be information regarding the seizure of drugs and other contraband on Delaware's highways.

Traffic Enforcement

Road patrol personnel will provide participants a close-up view of both Radar and Laser Speed Detection devices. Participants will also receive instruction in DUI enforcement and will have the opportunity to experience a variety of field tests first hand.

Use of Deadly Force/Firearms Training

The participants will review and discuss the lawful use of deadly force and alternatives. Participants will be exposed to the various aspects of the firearms training program. An explanation of the Division's Force Continuum will be included.

Victim Services/Crisis Intervention

The participants will explore the police officer's role in crisis situations. Participants will be briefed on the services provided to victims of crime or persons involved in a traumatic incident.

Welcome by the Superintendent's Staff

Representatives from the Superintendent's staff will welcome the participants. The mission and current innovative programs the Division is undertaking will be discussed.

DELAWARE STATE POLICE CITIZENS' POLICE ACADEMY * OVERVIEW *

Introduction

Each session of the Delaware State Police Citizens' Police Academy includes nearly 14 hours of instruction taught in two-hour segments during the course of the program.

Participants meet each scheduled date at the State Police Headquarters in Dover to interact with instructors and receive hands-on training in a variety of police-related topics. The final class concludes with a formal graduation ceremony. Participants receive a Certificate of Completion from the Delaware State Police and an invitation to join the Citizens' Academy Alumni.

Development

The Delaware State Police Citizens' Police Academy was developed at the direction of Colonel Alan D. Ellingsworth, Superintendent, and Lt. Colonel Gerald R. Pepper, Jr., Deputy Superintendent, with the State Police Academy responsible for the design and implementation of this program. Prior to designing a program tailored to the citizens' of Delaware, the following steps were taken:

- * Materials regarding Citizens' Police Academies being conducted at various agencies across the country were collected and reviewed.
- * A wide variety of individuals representing a cross section of Delaware, including members of the Delaware State Police were polled to identify their thoughts, ideas, and recommendations as to the development of a curriculum for this program.

Based upon this information, the following objectives and anticipated benefits were developed:

Objectives:

- * To expose citizens to some of the entry-level training received by troopers in order to provide participants with the rationale behind police actions.
- * Allow each participant to preview many of the operations, policies, and procedures the Division utilizes to effectively provide service to Delaware today.
- * To provide an interactive forum for both the Division and the participants to share information.

Anticipated Benefits:

- * A greater understanding of police practices by the participants, providing them the tools to form objective opinions regarding police action and to address community concerns regarding these actions.
- * The ability of the participants to differentiate between the application of law and/or Divisional procedures and inappropriate police action.
- * An enhancement of our police training as it pertains to citizen contact based upon input we receive from the participants.
- * An increased awareness and appreciation by the participants of the police function and the Division.
- * An expanded knowledge of general police procedures.

Curriculum

The Citizens' Police Academy involves almost fourteen hours of instruction as well as an evaluation, and a graduation ceremony. Classroom hours are taught in two-hour segments. The participants meet once each week. Participants will have the opportunity to be scheduled for a ride-along session during the program. During the final week a critique and formal graduation ceremony will take place. Students who attend 75 percent or more of the scheduled classes are eligible to graduate.

The blocks of instruction ranging in time from one-quarter hour to one hour are taught. The instruction covers a variety of areas including criminal and traffic investigations, arrest procedures, the organization of the Division and State government, accident investigations, police operations, use of force, community policing, and interpersonal skills. The participants benefit from lecture, interaction with the instructors and one another, and hands-on practical exercises when possible.

Instructors

Members of the Divisions' Training Academy conduct many of the blocks of instruction. Guest instructors who are specialists or experts in their field will also be instructing.

Each in-house and guest instructor has been familiarized with the objectives of the Citizens' Police Academy as much as possible. Instructors are encouraged to include hands-on training whenever possible.

Class Size/Selection of Participants

Each session has an average of twenty-five participants.

Citizens are selected based on demographics and the Citizens' ability to reach other members of their communities. In preparing for each Academy session, efforts will be made to include large cross sections of society, business persons, religious leaders, local politicians, media representatives, and high school students are all encouraged to partake in this program. Alumni and Troop Commanders will assist in identifying interested persons for future classes. Final selection of participants rests with the Superintendent and Program Director.

Logistics

Desks are prepared with notebooks, dividers, writing pads, and pens. Prior to the first class, notebooks are filled with a number of hand-outs including a copy of the organizational chart and a directory of State services. All instructors are encouraged to submit hand-outs prior to the start of the Academy for inclusion in the notebooks. This conserves time when the instructors' scheduled classes are held.

Since participants will most likely be coming to class directly from work, light snacks and refreshments will be available prior to each week's class. This should allow participants to arrive for class on time without having to make dinner arrangements. The classroom and instructors will be available for participants one-half hour prior to the start of each week's class. This additional half hour provides an opportunity for participants to informally converse among themselves and with representatives of the Division.

**DELAWARE STATE POLICE
CITIZENS' POLICE ACADEMY
* WAIVER AND RELEASE OF RESPONSIBILITY ***

THIS IS A LEGAL DOCUMENT - DO NOT SIGN UNLESS YOU FULLY UNDERSTAND
THE TERMS AND CONDITIONS CONTAINED HEREIN.

NAME OF PARTICIPANT: _____

FOR THE CONSIDERATION OF BEING ALLOWED TO PARTICIPATE IN THE DELAWARE STATE POLICE'S CITIZENS' POLICE ACADEMY, AND FOR OTHER VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED, I, MY AGENTS, HEIRS, ASSIGNS, EXECUTORS, PERSONAL REPRESENTATIVES AND/OR ADMINISTRATORS DO HEREBY ABSOLUTELY AND UNEQUIVOCALLY AGREE TO RELEASE AND SAVE HARMLESS THE STATE OF DELAWARE, THE SUPERINTENDENT OF THE DELAWARE STATE POLICE, AND THEIR AGENTS, REPRESENTATIVES, EMPLOYEES, AND/OR THEIR HEIRS OR ASSIGNS FROM ANY AND ALL CLAIMS, DEMANDS, DAMAGES, ACTIONS, CAUSES OF ACTIONS, SUITS OR LIABILITIES, OF ANY KIND OR NATURE WHATSOEVER, AND PARTICULARLY ON ACCOUNT OF ALL INJURIES, KNOWN AND UNKNOWN, BOTH TO PERSON AND PROPERTY, WHICH MAY HAVE RESULTED OR MAY IN THE FUTURE DEVELOP FROM OR ARISE OUT OF, ANY INJURY, DISABILITY, LOSS, DESTRUCTION, OR MISHAP CONNECTED WITH SAID PARTICIPATION IN THE AFOREMENTIONED PROGRAM.

I FURTHER AGREE TO SAVE HARMLESS AND INDEMNIFY THE STATE OF DELAWARE, THE SUPERINTENDENT OF THE DELAWARE STATE POLICE, AND THEIR AGENTS, REPRESENTATIVES, EMPLOYEES, AND/OR THEIR HEIRS, OR ASSIGNS, AND FURTHER AGREE TO INDEMNIFY THE ABOVE FOR ANY AND ALL DESTRUCTION, LOSS, DISABILITY, OR INJURY CAUSED TO STATE OF DELAWARE PROPERTY OR OF PERSONNEL EMANATING FROM MY PARTICIPATION IN THE AFOREMENTIONED PROGRAM.

FINALLY, I HAVE REVIEWED THE ABOVE WAIVER AND RELEASE OF RESPONSIBILITY AND FULLY UNDERSTAND THE TERMS AND CONDITIONS CONTAINED HEREIN. THEREFORE, I VOLUNTARILY EXECUTED THIS AGREEMENT FOR THE PURPOSES STATED.

THE TERMS HEREOF SHALL BE IN FULL FORCE AND EFFECT DURING THE PERIOD OF MY PARTICIPATION IN THE DELAWARE STATE POLICE CITIZENS' POLICE ACADEMY.

PARTICIPANT'S
SIGNATURE: _____ DATE: _____

**DELAWARE STATE POLICE
CITIZENS' POLICE ACADEMY
* EMERGENCY CONTACT INFORMATION ***

NAME: _____ DOB _____

ADDRESS: _____

DAYTIME PHONE _____ EVENING PHONE _____

**NAME AND TELEPHONE NUMBERS OF PERSONS TO BE NOTIFIED IN
CASE OF AN EMERGENCY:**

1. _____

2. _____

3. _____

**ANY OTHER IMPORTANT
INFORMATION:** _____
