



CITIZEN POLICE ACADEMY APPLICATION
April 4 – June 6, 2018, Wednesdays, 6:30pm - 9:30pm

The Springfield Police Department is inviting applicants to attend its Citizen Police Academy. Applicants must be 18 years or older. Preference will be given to Springfield residents and people doing business in Springfield. The academy course is designed for citizens from all backgrounds or occupations.

The Springfield Citizen Police Academy is a long established and important police/community relations program. It is designed to provide citizens with a better understanding of the nature of police work and to provide citizens with the opportunity to interact with department members in a non-emergency setting. It is also an opportunity for citizens to provide input on police policy, practice and procedure.

The 30-hour training program consists of classroom and "hands-on" instruction. Topics covered include the officer selection and training process, the job of the uniformed patrol officer, investigation skills, tactical operation, and the canine unit, use of firearms, narcotics, communications, and crime scene search. Students will be actively involved in many interesting activities, such as touring police facilities, using police equipment, and firing department-issued weapons.

Graduates of this course will not be police officers, but will be better-informed citizens. The graduates will be in a position to relate their experiences to friends, and co-workers.

The course is free. Each applicant must answer each question on the attached application form. If the question does not apply, state the reason why it does not apply. To graduate, each student must attend at least eight of the ten classes. Therefore, prior to applying, applicants must determine whether or not they can attend the minimum number of classes for graduation.

Classes will be held weekly on Wednesday evenings from 6:30 p.m. to 9:30 p.m., the first class will be held April 4, and will continue through June 6.

If you are interested in attending the academy, please complete the attached application, and the release, indemnification and hold harmless agreement. Return both pages to the Springfield Police Department **prior to March 9, 2018**. If you have any questions, please do not hesitate to contact Wendy Polen at 541-726-3729, Monday through Friday, 8:30 a.m. - 5:00 p.m. You will be notified regarding your acceptance to the academy by March 26.

Thank you for your interest in the Springfield Citizen Police Academy.

A handwritten signature in black ink, appearing to read "Richard Lewis".

Richard Lewis
Chief of Police

(Keep this page) Return completed application form and the Release form (pages 3 & 4) to the Springfield Police Dept., Attn: Citizen Police Academy, 230 Fourth Street, Springfield, OR 97477, by March 9, 2018.

"Committed To Excellence"



CITIZEN POLICE ACADEMY #33 **TENTATIVE SCHEDULE** SPRING 2018



<u>Date</u>	<u>Time</u>	<u>Activity</u>	<u>Instructor</u>	<u>Location</u>
<i>Apr 4, 2018</i> <i>Week 1</i>	6:30 pm – 9:30 pm	Introduction Department & Municipal Jail Tour	Chief Lewis Lt. Boring	E.O.C. Begin in E.O.C.
<i>Apr 11, 2018</i> <i>Week 2</i>	6:30 pm – 9:30 pm	Professional Standards Investigations Bureau Dispatch 911 / Records	Lt. Jones Lt. Rappé TBA	E.O.C. E.O.C. E.O.C.
<i>Apr 18, 2018</i> <i>Week 3</i>	6:30 pm – 9:30 pm	Introduction to Criminal Justice System Use of Force Firearms - Classroom	Deputy D.A. Off. Molaski / Krieger Range Officer	E.O.C. E.O.C. E.O.C.
<i>Apr 25, 2018</i> <i>Week 4</i>	6:00 pm – 9:00 pm	*Firearms - Range	Range Officer	Meet in Lobby
<i>May 2 2018</i> <i>May 3 2018</i> <i>Week 5</i>	5:30 pm – 8:30 pm	*Lane County Jail Tour	LCSO Staff (Sgt. Bones / Sgt. Grace)	Meet in Lobby
<i>May 9, 2018</i> <i>Week 6</i>	5:00 pm – 8:00 pm	*OSP Lab Tour / Crime Scene Evidence	Cushman / Prenevost OSP Crime Lab	Meet in Lobby
<i>May 16, 2018</i> <i>Week 7</i>	6:30 pm – 9:30 pm	Tactical Team – Classroom Tactical Team - Demo	Sgt. Lewis Sgt. Lewis	E.O.C. Range
<i>May 23 2018</i> <i>Week 8</i>	6:30 pm – 9:30 pm	Patrol Motor Team K-9 Demonstration	Lt. McKee Massey / Bohman Sgt. Humphreys	E.O.C. E.O.C. E.O.C.
<i>May 30, 2018</i> <i>Week 9</i>	6:30 pm – 9:30 pm	Investigative Services Bureau (Investigations, Narcotics, ID Theft, Sex Crimes)	Sgt. Lewis	E.O.C.
<i>Jun 6, 2018</i> <i>Week 10</i>	6:30 pm – 8:30 pm	Review & GRADUATION	Chief / CPAAA Rep.	E.O.C.

**SPRINGFIELD CITIZEN POLICE ACADEMY
APPLICATION FOR ADMISSION**

Name: _____
(PRINT) Last First Middle (full name) Maiden/Other

Date of Birth: _____ Age: _____ Sex: _____
(mm/dd/yyyy)

Social Security Number _____ Drivers' License No. _____

Address _____

City State Zip

Phone Nos.: Home _____ Cell _____ Work _____

Email: _____

Emergency contact: _____ Phone: _____

Occupation *(if retired, what was your primary occupation)* _____

Employer _____

Have you ever been arrested or charged with a crime? Yes ___ No ___

If Yes, Please Explain: _____

How did you hear about the Academy? _____

Have you applied previously for this academy? Yes ___ No ___ If Yes - When? _____

What do you expect to gain from attending this Academy? _____

What experience have you had with police? Positive ___ Negative ___ In between ___

Please explain: _____

After graduation would you be interested in being a Springfield Police Event Volunteer? Yes ___ No ___

BACKGROUND REQUESTED:	Date: _____	
CCH: _____	Destroyed: _____	
Local: _____	Destroyed: _____	
CRIMINAL REPORT: CRIMINAL REPORT	DOES	MEET THE STANDARDS.
	DOES NOT	
Accepted: _____	Rejected: _____	
Background completed and Reviewed by: _____		
HR: _____		

AUTHORITY TO CONDUCT BACKGROUND INVESTIGATION

As an applicant for the Springfield Citizen Police Academy, I hereby authorize the Springfield Police Department to conduct a criminal history background investigation. I understand that such background investigation is being conducted due to the content of the classes given at the Academy.

I understand that all available police and criminal records will be checked and that information will be used in determining eligibility of applicants for the Citizen Police Academy. All information is to remain confidential as required by Oregon and Federal Statutes.

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the program. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information concerning my background. I hereby authorize and direct you to permit the City of Springfield and or the Springfield Police Department to review my criminal records and DMV records prior to my acceptance into the Citizen Police Academy and Volunteer Program with the City of Springfield. I also authorize any materials listed above to be copied and retained by the City of Springfield and or the Springfield Police Department. I authorize the use of my photograph.

STUDENT AGREEMENT

I understand space is limited. The program allows only twenty students to participate in the Citizen Police Academy. Therefore, I agree to attend at least 8 of the 10 scheduled sessions. Additionally, I agree to arrive promptly, complete and return the evaluation form for each session.

RELEASE, INDEMNIFICATION AND HOLD HARMLESS AGREEMENT FOR CITIZEN POLICE ACADEMY

I, in consideration for the privilege of participation in the Citizen Police Academy recognize such activity involves inherent risks and dangers. I do hereby agree to assume all risks associated with participation in the Citizen Police Academy of the City of Springfield.

I have reviewed the job description and meet the minimum requirements to participate in the Police Academy or volunteer. I acknowledge that I will be enrolled in the Oregon State driving record Automated Reporting System (ARS) if my duties involve driving on city business.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct, actions or performance as a volunteer and a Police Academy participant with the City of Springfield including but not limited to damage or injury to persons or property including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Signature

Date

RETURN COMPLETED APPLICATION BY MARCH 9, 2018 to the Springfield Police Dept., Attn: Citizen Police Academy, 230 Fourth Street, Springfield, OR 97477.