ALLAN HANCOCK COLLEGE

Law Enforcement Training

Pre-Academy Course Syllabus

TITLE:	Introduction to Law Enforcement Academy (Pre-Academy)
COURSE NO.	LE 310
CRN:	F2020 / 20649
CREDITS:	1.0 semester unit
DATE/TIMES:	Saturday 7:00am – 5:30pm (during April & October)
	Sunday 7:00am – 5:30pm (during April & October)
LOCATION:	Academy Classroom 5-109,
	Public Safety Training Complex Lompoc Valley Campus
	One Hancock Drive, Lompoc, CA 93436

DESCRIPTION: An orientation course designed to prepare students for the Law Enforcement Academy. A series of self-assessment activities and exercises will help students understand the Academy challenges and requirements. This course is presented in a rigorous and disciplined training environment. Students will participate in activities designed to simulate the Allan Hancock College Law Enforcement Academy to assess individual emotional, mental and physical readiness for the Academy. Students with pre-existing injuries or disabilities or who have physical, emotional or mental limitations should contact the course coordinator or college student services office for advisement.

INSTRUCTOR(S): The course instructors are the academy coordinators. They will facilitate classroom lecture and discussions. The academy recruit training officers will handle outside activities. The academy physical fitness instructors will administer

GOALS: To encourage and enable students to:
1. Understand the Commission on Peace Officer Standards and Training (POST) for the basic law enforcement certificate.
2. Become aware of the physical, academic and emotional challenges of the Academy.
3. Become familiar with the structure and discipline of the Academy.

STUDENT LEARNING OUTCOMES: LE SLO1 - Demonstrate knowledge of leadership concepts and roles, organizational changes, liability issues, performance evaluations, disciplinary processes, group dynamics, ethical decision making, and community policing.

OBJECTIVES: At the end of the course, the student will demonstrate the ability to:
1. Identify personal academic readiness.
2. Identify personal physical readiness.
3. Identify personal emotional readiness.

COURSE
SUBJECTS:
1. Introduction to POST Basic Training
2. Introduction to Academy life
3. Memo Writing Exercise
4. Academy Survival and Success
5. Mock Learning Domain
6. Fitness Requirements
7. Fitness Assessment
8. Drill and Ceremony
9. Test and Review
10. Regulations Preview
11. Facility Use and Information
12. Recent Graduate Presentation
13. Physical Training Workout
14. Debriefing and Evaluations
15. Family Members Orientation
16. PELLETB Testing

COURSE
REQUIREMENTS: To receive a passing grade in the Pre-Academy course, students must complete the following:
•   Attend all of the hours of training.
•   Complete and turn in all homework assignments.
•   Participate in classroom exercises and physical training activities.
•   Students must inform the coordinator of any pre-existing illnesses, injuries, physical limitations prior to participation in this course.
•   Students must report immediately to the coordinator any injury sustained while attending the course.
•   This course is offered in a structured and para-military environment. Students who are unable to tolerate the stress or strenuous physical fitness training requirements should contact the coordinator.

ATTENDANCE: LE310 is 20 hours in length. All 20 hours must be completed in order to successfully complete the course and qualify to apply to the Basic Academy, LE320.

GRADING: The final course grade will be determined by successfully meeting each of the course requirements listed above and your attendance/participation. All hours must be attended with full participation:
Hours missed: 0 = A; 1-2 = B; 3-4 = C; 5-6 = D; 7+ = F

CONDUCT:
- Students are expected to maintain a professional demeanor at all times.
- Students shall address all Academy staff members appropriately by either "Sir, yes Sir" or "Ma'am, no Ma'am" when responding to directions, questions or when asking any Academy staff a question.
- Students are expected to follow all orders and directions given by Academy staff and will show respect to all Academy staff members, fellow students, and any visitor while attending the Pre-Academy.
- Students are expected to conduct themselves in a safe manner at all times. It is the responsibility of every student to report any unsafe acts or conditions or safety violations to Academy staff immediately.
- Students are encouraged to participate in class discussion and respect the learning environment by listening when others are speaking.
- Students will not bring any food and drinks into the classroom. Bottled water is permitted.
- Students cannot smoke, use any tobacco products, or consume energy type drinks while attending the Pre-Academy.

FACILITY USE: Remember to secure your personal items as the classroom remains unlocked during business hours and may be used for other functions after class and on weekends.

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The entrance to the restrooms are on the west side of Building 5. Bring a lock to secure your personal items in a locker.

Park in the front lot in a white-lined space. Parking behind the fence in the compound is for college and permitted staff vehicles only. Parking is by permit only. Daily permits are $2 from the machine by the front door.

SPECIAL INSTRUCTIONS
- Wear gym type shorts
- Wear a white t-shirt and bring one extra t-shirt (white preferred) as a change may be needed. **You must write your last name in black, 2 inch block letters on the front and back, 6 inches below the collar.**
- NO cut-offs, V-neck t-shirts, or tank tops
- Baseball style cap w/o any logo (for sun protection)
- Wear sweatpants and a sweatshirt, depending on the weather
- Running shoes with white socks
- Athletic support undergarments
- Bring a towel and a lock to secure your locker
- Do not wear any jewelry including necklaces, earrings, watches, rings (plain wedding bands are acceptable)
- Men shall be clean shaven
- Short hair is strongly recommended for men
- Women's hair should be in a bun or French braid (off the shoulders)
- No visible body piercing rings or body ornaments

- **Tattoos shall not be visible and must be covered at all times while attending the Pre-Academy**

FOOD

- **Bring a sack lunch and a minimum of four (4) bottles water for each day of class**
- NO energy type drinks, chews, candy, etc. are allowed
- Lunches can be stored in the locker room or in your vehicle
- Do not bring your lunch into the classroom
- Vending machines are available, you will need to have adequate change if you plan to use the vending machines

REQUIRED ITEMS
- Notepad
- Black pen
- Positive attitude

COURSE SCHEDULE *Course Schedule is subject to change at instructor discretion*

SATURDAY

Time	Location	Activity	Instructor
0700	5-109/117	Introductions and Family Orientation	Academy Staff
0800	5-109	Introduction to Academy Life	Academy Staff
0900	Athletic Field	Physical Fitness Assessment	Academy Staff
1030	Grinder	Introduction to RTO Staff	RTO Staff
1230	Break Area	Lunch	
1300	5-117	PELLETB prep.	Academy Staff
1400	Grinder	Introduction to Drill and Ceremony	RTO Staff
1500	5-117	Memo Writing	Academy Staff
1600	Grinder	Drill and Ceremony	RTO Staff
1715	5-117	Debrief	Academy Staff
1730		End of Watch (EOW)	

SUNDAY

Time	Location	Activity	Instructor
0700	5-117	PELLETB Test	Academy Staff
1000	Grinder	Drill & Ceremony	RTO Staff
1100	5-117	Written Test	Academy Staff
1115	5-117	Background Investigations	Academy Staff
1200	Grinder	Drill and Ceremony	RTO Staff
1300	Break Area	Lunch	
1330	Grinder	Drill and Ceremony	RTO Staff
1400	5-117	Discussions with Academy Recruits	Current Recruits
1500	5-117	Testing/LD Workbooks/Equipment	Academy Staff
1530	Grinder	Drill & Ceremony	RTO Staff
1600	Athletic Field	Physical Fitness Workout	Academy Staff
1700	5-120	Self-Assessment/Debrief	Academy Staff
1730		End of Watch (EOW)	