



Law Enforcement Training

Basic Law Enforcement Academy Course Syllabus

TITLE: Basic Law Enforcement Academy
COURSE NO. LE 321 / LE322
CRN: **Spring / Fall**
CREDITS: 20.0 semester units (10 units/course)
DATE/TIMES: Monday - Friday, 8:00am – 5:30pm (hours and days may vary)
LOCATION: Academy Classroom 5-120,
Public Safety Training Complex Lompoc Valley Campus
One Hancock Drive, Lompoc, CA 93436

DESCRIPTION: These courses are designed to satisfy the State of California Commission on Peace Officers Standards and Training (POST) requirements for basic police recruit training. They are presented in an environment of serious study, rigorous physical training, and strict law enforcement disciplinary procedures. The courses are open to newly hired peace officers and other qualified students interested in employment as a law enforcement officer/deputy. Students who successfully complete the course in sequence are awarded a certificate that qualifies them to be employed as law enforcement trainee by any California POST certified law enforcement agency.

Limitation on Enrollment: Students who are not sponsored by a law enforcement agency must complete the 20-hour Pre Academy evaluation and preparation course, LE 310, to ensure that they are physically capable of safely meeting the rigorous State of California physical fitness requirements. Prior to enrollment, students must also complete an academy application packet and submit Livescan fingerprints to the California Department of Justice to verify that they can legally be issued and possess a firearm. Students must score 42 or higher on the POST PELLETB Test. Students must submit a completed California POST approved Medical History/Clearance form signed by their physician after medical examination. Additionally, students must be approved by the Law Enforcement Training Division of the Public Safety Department prior to enrolling.

INSTRUCTOR(S): The course instructors are active and retired law enforcement professionals. They have been certified by POST and will facilitate classroom lecture and discussions as well as skills training. The academy recruit training officers will handle outside activities.

OFFICE HOURS: The academy coordinator is the instructor of record and holds office hours whenever the academy is in session. In the coordinator's absence, the assistant academy coordinator is available whenever the academy is in session. Each student is given the academy coordinator's direct phone number and can be reached 24/7. The academy has over 45 part-time faculty who instruct in the academy. They are available before and after their block of instruction and can be contacted through the academy coordinator. Part-time instructors who carry a load of over 50 hours per academy class may hold office hours before or after their block of instruction and can be contacted in the RTO office or via the academy coordinator. Those part-time instructors who elect to hold office hours shall make themselves available before or after normal class hours, or via telephone.

Each student is given a copy of the LE321/322 class schedule. The schedule covers the 22 weeks and includes the days and hours each instructor is assigned to work. The schedule is flexible and may be modified during the 22 weeks of instruction. If there are changes to the schedule, all staff and students will receive an updated copy of the schedule.

GOALS:

To encourage and enable students to:

1. Complete all required training by the Commission on Peace Officer Standards and Training (POST) for the basic law enforcement certificate.
2. Meet the physical, academic and emotional challenges of the Academy and be prepared to enter the Field Training Program of a law enforcement agency.

**STUDENT
LEARNING
OUTCOMES:**

LE321/322 SLO1 - Show the ability to execute recommended procedures for responding to various law enforcement situations in the field.

LE321/322 SLO2 - Recognize various criminal acts and levels of resistance and use recommended procedures for executing lawful arrests, uses of force, and contraband and/or evidence in the field.

LE321/322 SLO3 – Successfully complete the 22-week POST academy course meeting all of the academic requirements, all the POST physical fitness requirements, military discipline/drill requirements and the POST skills requirements. Thereby graduating from the LE321/322 Basic Academy Course and receiving a certificate.

OBJECTIVES:

At the end of the course, the student will demonstrate the ability to:

1. Demonstrate POST mandated minimum levels of psychomotor skills and safety in firearms, emergency vehicle operations, arrest and control methods and physical fitness by passing all POST skills tests in these areas.

2. Demonstrate the POST mandated minimum levels of critical thinking, judgement and problem solving by passing all 13 POST practical field problem scenarios.
3. Demonstrate the POST mandated minimum levels of knowledge by passing all POST written examinations.
4. Adhere to all POST, academy and college rules and regulations pertaining to student conduct.
 - a. Read and understand all of the Recruit Policy Manual.
 - b. Agree to abide by the policies set forth in the Recruit Policy Manual. Understand that lying (dishonesty, falsifying documents/reports/etc., and/or omissions of same), sexual harassment and violating test security are Class 1 violations and grounds for immediate dismissal. Agree to personally write all assigned memorandums and reports. Having someone else write my paperwork or memorandums is falsifying documents is dishonest and will result in the immediate dismissal from the academy.
5. Complete all written work in compliance with academy standards and regulations and/or as directed by Academy Staff.
6. Successfully complete the POST Field Training Program once employed as a peace officer trainee by a POST certified police or sheriff's department.

**COURSE
SUBJECTS:**

1. Ethics
2. Criminal Justice System
3. Police Community Relations
4. Intervention with People in Emotional Crisis
5. Handling Incidents Involving People with Mental Illness
6. Handling Incidents Involving People with Learning Disabilities
7. Handling Domestic Violence Incidents
8. Cultural and Ethnic Diversity and Racial Profiling
9. Gang Awareness, Criminal Street and Prison Gangs
10. Criminal Law Introduction
11. Criminal Law-Property Crimes
12. Criminal Law-Crimes Against Persons
13. Criminal Law-General Statutes
14. Criminal Law-Crimes Against Children
15. Criminal Law-Sexual Crimes
16. Criminal Law-Laws of Arrest
17. Criminal Law-Search and Seizure
18. Criminal Law-Laws of Evidence
19. Criminal Law-Crimes Against the Justice System
20. Criminal Law-Weapons Statutes and Violations
21. Criminal Law-Custody and Correctional Legal Issues
22. Use of Force/De-Escalation – Legal, Ethical and Emotional Issues and Consequences
23. Juvenile Procedures
24. Narcotics and Controlled Substances

25. Writing of Official Reports and Court Documents-
Structure, Grammar, Forms
26. Emergency Vehicle Operations-High and Low Speeds
27. Handling Crimes in Progress-Police Tactical Responses
28. Handling Large Crowds, Riots and Demonstrators-
Police Tactical Responses
29. Unusual Occurrences-Police Response to Natural and Man-
Made Disasters, Hazardous Materials, Chemical Spills, Gas leaks,
Radioactive Materials
30. Missing Persons Investigations
31. Traffic Law-Vehicle Code Statutes and Enforcement
32. Traffic Law-Collision Investigation
33. Crime Scene Investigations – Collection of Evidence, Interviews and
Follow-up
34. Mock Trial
35. Physical Fitness – Conditioning Exercises, Nutrition and Stress
Management
36. Physical Arrest Methods and Self Defense
37. Firearms and Chemical Agents – Live fire at Shooting Range and Safety
Issues
38. First Aid, CPR, AED, Tactical Medicine
39. Automated Information Systems-State and Federal Data Bases
40. Crisis Intervention Training, De-escalation Training
41. Federal Emergency Management Training (NEMS/SEMS)
42. Procedural Justice Training
43. Academy Specific Topics – Syllabus, Orientation, Rules, Procedures,
Regulations, Etc.
44. Review and Practice 13 Scenario Tests – State Mandated/Scripted
Practical Field Problems
45. Written Exams-State Mandated Multiple Choice Tests

COURSE

- REQUIREMENTS:** To receive a passing grade in the course, students must complete the following:
- Attend a minimum of 95% hours of training. Student must complete 95% of course hours in LE321 before they can proceed to LE322.
 - Complete all mandated written and skills tests.
 - Participate in classroom exercises and physical training activities.
 - Students must notify academy staff of any missed time.
 - Student shall notify academy staff (and sponsoring agency) of any planned absence prior to the actual absence.
 - Upon return, student shall complete the Non-participation form and turn it in with the morning paperwork.
 - 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.
 - Sponsored student shall notify their sponsoring agency.

- 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.
- Complete all written work in compliance with academy standards and regulations and/or as directed by Academy Staff.

REQUIRED MATERIALS

- All 42 POST Learning Domain Workbooks
- California Penal Code (online)
- California Vehicle Code (online)
- Recruit Manuals
- Recruit Arrest and Control Manuals
- Physical Fitness Manual
- Traffic Accident Investigation Manual

ATTENDANCE: LE321 is 10 weeks and 432 hours in length. LE322 is 10 weeks and 432 hours in length. AHC Academy mandates that students cannot miss more than 5% of academy hours. Students must complete all POST mandates.

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:
 A = 90-100% on written exams. No more than 2 test failures for LE321 and no more than 6 test failures for LE322
 B = 80-89% on written exams and/or failing 3 or more tests for LE321 and 7 or more for LE322.
 C = 75-79% on written exams and/or failing 4 or more tests for LE321 and 8 or more for LE322.
 F = 69 – 0% on written exams and/or missing more than 5% of course content. failing 5 or more tests. Lying, cheating, plagiarism, or dishonest behavior will equate to a failing grade.

Students who fail a written or skills exam and then fail the subsequent re-test on a written or skills exam, will be academically dismissed from the course.

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 member 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 academy.
- Lying or dishonest behavior is grounds for dismissal from the course.

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.

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.

SPECIAL INSTRUCTIONS

- Wear authorized uniform or other dress as directed by academy staff
- Bring a minimum of 2 bottles of water for each day of class
- Do not wear any jewelry including necklaces, earrings, watches, rings (plain wedding bands are acceptable)
- Men shall be clean shaven
- Women’s hair should be in a bun (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 academy**

FOOD

- Bring a sack lunch and a minimum of two (2) bottles water for each day of class. Also bring a morning and afternoon snack
- NO energy type drinks, chews, candy, etc. are allowed
- Lunches can be stored in the locker room

COURSE SCHEDULE

- A detailed course schedule will be available on the first day of class, as well as posted on the law enforcement academy web page.
- The course schedule may be modified as needed and students will receive an updated copy.