



# John H. Stamler Police Academy

1776 Raritan Road, Scotch Plains, New Jersey 07076

Telephone **908.889-6112** ♦ FAX **908.889.6359**

[www.ucnj.org/prosecutor](http://www.ucnj.org/prosecutor)

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## **Basic Auxiliary Police Training Program** **Saturday, February 13 through Saturday, May 1, 2010**

*Lead Instructor: Officer Russell Gottlick, Plainfield Police Department*

The John H. Stamler Police Academy, in cooperation with the Union County Office of Emergency Management, is conducting the Basic Auxiliary Training Program to teach volunteers the basic skills required to perform as an Auxiliary Officer.

The curriculum follows the guidelines set forth by the New Jersey State Police Office of Emergency Management. Instructors from various state, county and municipal agencies volunteer their time to instruct these volunteers in order to ensure they meet the state's requirements to serve as an Auxiliary Officer.

The course curriculum includes: Introduction and Indoctrination, including auxiliary police powers, school requirements and note-taking; New Jersey Emergency Management Control Plan; Civil Government and Police Agencies; Traffic Control; Patrol Functions; Crowds and Assemblages; Criminal Law; Courts; Preservation of Evidence; Arrest and Seizure; Hazardous Materials Awareness; First Aid; PR-24 Training; Unarmed Defensive Tactics; OC Spray; Use of Force; Defensive Driving Classroom Instruction; Incident Command; Terry Stops; Handcuffing; Internal Affairs Overview; Disorderly Persons Overview; Gang Awareness; Ethics and Sexual Harassment; Fire Extinguisher Training; and Physical Training / Military Drills.

### **EQUIPMENT NEEDED**

Each recruit must wear a khaki uniform on Orientation Day, and thereafter.

- ♦ Khaki uniform, including long sleeve shirts, khaki pants, black shoes, black socks, black belt with silver belt buckle, black clip-on tie and silver tie bar. Your department patch should be sewn onto your LEFT shoulder; and the John H. Stamler Auxiliary Police Academy Patch on RIGHT shoulder).

The Stamler Auxiliary patches will be distributed on Orientation Day.

- ♦ Silver Name Bar
- ♦ Black hat
- ♦ Duty Belt
- ♦ NO BADGES should be worn on Orientation Day.
- ♦ Practical jacket, of the Recruit's choosing

*(Please see Rules and Regulations for exact requirements.)*

Each recruit must bring the following supplies on Orientation Day, and thereafter.

- ♦ Clip board
- ♦ 3" three-ring binder notebook
- ♦ Notebook for taking notes during classroom instruction
- ♦ Blue pens only
- ♦ Water bottle, filled with water

## **John H. Stamler Police Academy -- Basic Auxiliary Police Officer Training**

Each recruit must have the following clothing for the first day of class following Orientation:

- ◆ Gray sweatshirt, with last name in black block letter appliques on back
- ◆ White T-shirt, with last name in black block letter appliques on back
- ◆ Sweatpants, of the recruit's choosing, that are in good taste
- ◆ Workout shorts, of the recruit's choosing, that are in good taste
- ◆ Running Shoes / Sneakers
- ◆ Flip Flops
- ◆ Towel

Each recruit must have the following equipment for the first day of class following Orientation:

- ◆ PR-24 Baton plus Holder
- ◆ Handcuffs, Key and Holder
- ◆ OC Holder
- ◆ Hard Case CPR Mask

### **FIRST DAY INSTRUCTIONS**

When the recruit arrives for orientation on Saturday, February 13th, he or she must remain in the parking lot until told to enter the Academy building. All recruits should arrive early to ensure they are ready to start at 8:00 AM. **TARDINESS WILL NOT BE TOLERATED.** Each Recruit should bring a bag lunch. Each Recruit should be ready for some physical activity.

### **HOLD HARMLESS / INDEMNIFICATION AGREEMENT**

Each auxiliary registrant must sign and date the Hold Harmless / Indemnification form, which is part of the Registration Packet.

The Police Chief (NOT the Auxiliary Chief) must sign the registration form, ensuring that it is complete and accurate.

### **RECRUITMENT AND BACKGROUND INVESTIGATIONS**

It is the responsibility of each agency to conduct recruitment and background investigations on their auxiliary registrant.

### **RULES AND REGULATIONS**

A copy of the Rules and Regulations is attached. The auxiliary registrant will be responsible for signing off that they have received this document.

### **TENTATIVE COURSE SCHEDULE**

Classes will be held on Tuesday and Thursday evenings from 1830 to 2200 hours, and on Saturday from 0600 to 1600. The course schedule is forthcoming

### **COST**

This auxiliary class will be offered to Union County agencies, at no charge. Out-of-county agencies are asked to pay a nominal \$30 fee for materials and patches.

### **REGISTRATION PROCESS**

All registration forms must be submitted to the John H. Stamler Police by **THURSDAY, JANUARY 28th, 2010.**

If you have any questions, please call Karen Positan at 908.889.9028, or email her at [kpositan@ucnj.org](mailto:kpositan@ucnj.org) or Linda Pelissier at 908.889.6112.



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## REGISTRATION FORM

for the

# Basic Auxiliary Police Training Program

**Saturday, February 13 through Saturday, May 1, 2010**

*Classes will be held on Tuesday and Thursday evenings from 1830 to 2200 hours,  
and on Saturday from 0600 to 1600.*

*Please complete and fax this form to the number above  
by **Thursday, January 28, 2010.***

*Please also MAIL the original document to the address above.*

PLEASE TYPE OR PRINT CLEARLY:

Last Name \_\_\_\_\_ First Name, Middle Initial \_\_\_\_\_

Sponsoring Police Department or Law Enforcement Agency: \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Contact \_\_\_\_\_

### PERSONAL INFORMATION

Street Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

In case of Emergency contact:

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

This certifies that I have received a copy of the Auxiliary Academy Rules and Regulations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This certifies that I have received a copy of the Auxiliary Academy Tentative Course Schedule.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### HOLD HARMLESS / INDEMNIFICATION AGREEMENT

The reverse side of this document sets forth the Hold Harmless / Indemnification Agreement, which must be signed and dated by the Registrant.

The Chief of Police (not Auxiliary Chief!) or Training Officer of the registrant's sponsoring agency must also witness, sign and date this document. No one will be permitted to join this Auxiliary Class until the original of this document has been submitted to the Stamler Police Academy. **NO EXCEPTIONS.**

....PLEASE COMPLETE THE REVERSE SIDE....

RELEASE / HOLD HARMLESS / INDEMNIFICATION AGREEMENT

I, \_\_\_\_\_, in consideration of being permitted to attend and receive training at the John H. Stamler Police Academy, do hereby certify and agree as follows:

1. I am presently a member of the \_\_\_\_\_ Auxiliary Police to which I was appointed on (date) \_\_\_\_\_.
2. I am undertaking this training at the John H. Stamler Police Academy at the direction of the \_\_\_\_\_ Police Department in the course of being a volunteer Auxiliary Police Officer of the \_\_\_\_\_ Police Department.
3. I understand that certain aspects of the training at the John H. Stamler Police Academy present a risk of physical, psychological, and/or mental injury. Nevertheless, I choose voluntarily to participate in these programs.
4. I further understand that at any time I may stop and leave the training at the John H. Stamler Police Academy.
5. In consideration of all of the above, I agree for myself, my heirs, dependents and personal representatives not to assert any claim or suit for money damages against the County of Union, Office of the Union County Prosecutor, Division of Environmental Health and Emergency Management and/or the John H. Stamler Police Academy or its employees, agents or servants for pain or suffering, medical expenses, loss of wages, injuries, permanent disabilities or pecuniary losses by reason of any injuries or losses I or my heirs or dependents may sustain during or as a result of my training or participation in activities conducted by the John H. Stamler Police Academy.
6. In consideration of and by participating in any fashion in any activity whatsoever at the John H. Stamler Police Academy, I, as a participant, acknowledge the presence of any and all risks both foreseeable and unforeseeable and release forever and hold harmless the County Of Union, Office of the Union County Prosecutor, Division of Environmental Health and Emergency Management and/or the John H. Stamler Police Academy and their employees, agents and/or servants for any and all accident, injury and/or claim to any person or persons resulting from said participation including any claim whatsoever on account of first aid treatment or service rendered and hereby covenants not to sue, participate in or allow to be filed any proceedings of any kind arising from same for himself or herself and personal representative, heirs, dependents and next of kin. In the event of a breach of this release, I, the participant, agree to indemnify and hold harmless the County of Union, Office of the Union County Prosecutor, Division of Environmental Health and Emergency Management and/or the John H. Stamler Police Academy, and their employees, agents, and or servants for any and all claims, costs and expenses including reasonable attorney's fees.

IN WITNESS THEREOF,  
I have voluntarily set my signature hereto on this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

APPLICANT SIGNATURE: \_\_\_\_\_

WITNESS: Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

CHIEF OF POLICE / AGENCY HEAD:

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_