

Westerville Division of Police Youth Police Academy

Orientation: July 7, 2018 at 10:00 a.m.
City of Westerville Council Chambers
Academy: July 9-13, 2018
WPD: 4:00 p.m. to 9:00 p.m.
Graduation: July 14, 2018 at 6:00 p.m.
Westerville Community Center



The Westerville Division of Police Youth Police Academy provides young adults with a realistic view of law enforcement and careers in the field. The experience begins with the application process and, if accepted, continues with participation in a week long academy. If you have any questions about the academy or need any assistance with the application process, please contact:

Officer John Jeffries - Westerville Division of Police (614) 901-6472 or
Westerville Division of Police Community Services Bureau (614) 901-6860

Applicant's Name _____
(Last, First Middle)

Due by: JUNE 1st, 2018

Please turn the entire packet back in when completed

****School Resource Officer signature** _____

Who can participate and what are the requirements?

- Any student who is at least 14 (and completed the eighth grade) and not yet 21 years old
- Cadets must have a minimum cumulative GPA of 2.0
- Cadets must possess good moral character
- Cadets must have an acceptable legal and driving history (If applicable)
- Cadets must agree to **MANDATORY ATTENDANCE EVERY DAY** of the academy
- Cadets and a parent/guardian **MUST ATTEND** an informational meeting prior to the academy. That meeting will be held at city of Westerville City Council Chambers- **21 South State Street on Saturday, July 7th 2018 at 10 a.m.**

Applicants are required to submit copies of the following:

- Driver's license, state or school I.D. with this application
- Copy of your most recent grade card that shows your cumulative GPA
- Letter of Recommendation from a school administrator, teacher, guidance counselor, manager or clergy

THIS QUESTIONNAIRE AND THE ABOVE DOCUMENTS MUST BE RETURNED TO THE WESTERVILLE DIVISION OF POLICE BY JUNE 1st, 2018 AT THE FOLLOWING ADDRESS:

**Westerville Division of Police
Attn: Community Services-Youth Police Academy
29 South State Street
Westerville, Ohio 43081**

The Westerville Division of Police reserves the right to suspend or terminate the participation of any student who engages in unsafe, insubordinate, or illegal behavior at any time prior to or during the Youth Police Academy.

INSTRUCTIONS: Please read

1. Read and answer each question carefully, even if it is redundant. If the question does not pertain to you, write "NA" in the appropriate space.
2. All answers shall be printed clearly **in your own handwriting. DO NOT TYPE.**
3. Answer every question completely. If the space allotted for the question is insufficient, use the additional space provided at the end of the questionnaire. Be sure to include the number of the question and maintain the same question and answer format if supplemental answer space is used.
4. Applicants are required to thoroughly complete the Emergency Contact Information.
5. If under 18 years of age, applicants and their parent(s)/guardian(s) are required to sign the *Permission to Conduct a Background Investigation* form in this application. If 18 years of age or older, applicants do not need parental signature.
6. If under 18 years of age, applicants and their parent(s)/guardian(s) are required to sign the *Waiver, Hold Harmless and Release* form. If 18 years of age or older, applicants do not need parental signature.

Westerville Division of Police Youth Police Academy

Rules and Regulations

- You must conduct yourself in a responsible, professional manner at all times.
- You may not participate in any type of illegal activity. If it is determined you have participated in illegal activity, you will be removed from the academy during or prior to.
- You are NOT permitted to use tobacco products while at the academy.
- While at the police department you may come into contact with privileged information. You must keep all of this information confidential.
- No weapons are permitted at the academy.
- Uniforms will be worn in an appropriate manner.
- Your academy identification card will be worn on a lanyard around your neck.
- Cell phones must be turned off while at the academy.

APPLICANT INFORMATION

1. Last Name _____ First Name _____ Middle _____
2. Current Address No. _____ Street _____ Apt _____
City _____ County _____ State _____ Zip _____
Home Phone _____ / Cell Phone _____
Family email address _____

3. Current Vehicle Operator License or ID No. _____
State _____ / Expiration Date _____

4. Social Security Number _____

5. Date of Birth: Month _____ Day _____ Year _____ Age _____

6. Adult Men's T-Shirt Circle one – S M L XL XXL
(Khaki slacks w/ tennis shoes are to be worn every day to the academy and supplied by the student. T-shirt will be issued by the police department.)

7. List any school related extra-curricular activities you are involved in (e.g. band, sports. etc.) _____

8. List any non-related school activities you are involved in (e.g. church, scouts, sports etc.) _____

9. Are you considering a career in law enforcement ? Yes or No
Explain, in your own words, why you have applied for the Youth Police Academy at the Westerville Division of Police:

Lined writing area consisting of 30 horizontal lines.

EDUCATION HISTORY

10. List the school you currently attend:

School _____ Location _____

From: Month/Year _____ To: Month/ Year _____

G.P.A. _____ Current Grade Level _____

School references (teachers, counselors, etc...include phone numbers)

11. List below any other middle/high schools you attended:

School _____ Location _____

From: Month/Year _____ To: Month/ Year _____

G.P.A. _____

School references (teachers, counselors, etc.) _____

School _____ Location _____

From: Month/Year _____ To: Month/ Year _____

G.P.A. _____

School references (teachers, counselors, etc.) _____

12. List below any honors or awards you have received:

13. Were you ever expelled or suspended from **any** elementary, middle, or high school

No Yes _____

If yes, specify when, where, and reason:

14. List all school-related disciplinary action, including academic probation, that has occurred.

EMPLOYMENT HISTORY

15. In chronological order, list your employment history. Begin with your present employer and continue listing **all** places previously employed.

Present Employer _____ Telephone No. _____
Immediate Supervisor _____
Telephone No. _____
Address No. _____ Street _____
City _____ County _____ State _____ Zip _____
From Month/Day/Year _____ To Month/Day/Year _____
Position _____ Hours _____
Duties and responsibilities _____

Reason for leaving _____

Previous Employer _____ Telephone No. _____
Immediate Supervisor _____
Telephone No. _____
Address No. _____ Street _____
City _____ County _____ State _____ Zip _____
From Month/Day/Year _____ To Month/Day/Year _____
Position _____ Hours _____
Duties and responsibilities _____

Reason for leaving _____

Previous Employer _____ Telephone No. _____
Immediate Supervisor _____
Telephone No. _____
Address No. _____ Street _____
City _____ County _____ State _____ Zip _____
From Month/Day/Year _____ To Month/Day/Year _____
Position _____ Hours _____
Duties and responsibilities _____

Reason for leaving _____

PERMISSION TO CONDUCT A BACKGROUND INVESTIGATION

As an applicant for the Westerville Youth Police Academy, I hereby authorize the Westerville Division of Police to conduct a criminal history background investigation, including convictions, pending charges, and outstanding warrants. I understand that this criminal history check is being conducted due to the nature of the classes given at the Youth Police Academy. I understand that all available police and criminal records will be checked and that the information will be used solely in determining eligibility of applicants for the Youth Police Academy.

Print Name (Last) _____ (First) _____ (Middle) _____

Signature of Applicant _____

Parent Name (Last) _____ (First) _____ (Middle) _____

Parent Signature _____

Date _____

WAIVER, HOLD HARMLESS, AND RELEASE

I, on behalf of myself, my heirs, executors, administrators and assigns, hereby waive, hold harmless and release the City of Westerville, the Westerville Police Department, Explorer Post #29, the Westerville Citizen's Police Academy Alumni Association, and any affiliates, agencies and employees thereof, specifically including any and all police officers or personnel, from any causes of action, charges, demands, or claims of any kind whatsoever or of any nature for injury to the person or damage to the property, that have arisen or may arise from participation in activities offered, attended, and conducted.

I understand that the activities conducted are voluntary, and participation in the activities provides personal and physical benefit, education, learning, recreation, and enjoyment. I understand that the activities include, but are not limited to, activities that may have any or all of the following characteristics:

- A) Intense physical exertion, exercise and activity
- B) Strong physical contact, including self-defense, counterattack, and restraint maneuvers
- C) Use of heavy equipment and vehicles, including emergency response vehicles
- D) Indoor and/or outdoor activities with exposure to the elements and nature
- E) Property damage, including property in possession of, or contact with, a person
- F) Independent activity without direct supervision immediately-present
- G) Observation of video and/or real life situations that may include physical violence, harmful injury or death, vulgar language, or mature subjects such as drug use or nudity

I understand the circumstances described above may occasionally occur as unexpected consequences of observing videos or being present in emergency response and/or law-enforcement situations.

Having fully read and understood the likely activities and consequences of possible injury or damage that may occur, I have no knowledge of a pre-existing medical condition that would prevent participation in the activities or cause injury or damage, and I knowingly and voluntarily consent to participate in the activities offered, conducted, and attended. This indemnity and hold-harmless agreement shall be considered a complete and total waiver of any and all liability that may be attributable to the City of Westerville, its servants, agents, or employees, and particularly the police officers engaged in the supervision and control as set forth herein above.

Participant's Printed Name Participant's Signature Date

I am the parent and/or guardian of the above named individual, I have read and understand the above waiver, hold harmless and release, I have no knowledge of a pre-existing medical condition that would prevent participation in the activities or cause injury or damage, and I agree to the above waiver and release on my and their behalf.

Parent/Guardian's Printed Name Parent/Guardian's Signature Date

Lined writing area consisting of 30 horizontal lines.

EMERGENCY CONTACT INFORMATION

Primary Contacts

Parent/Guardian Name _____
Address _____
City _____ State _____ Zip _____
Phone Number _____
Cell Phone/Pager _____
Parent/Guardian Name _____
Address _____
City _____ State _____ Zip _____
Phone Number _____
Cell Phone _____ Work _____

The following designated individuals may act on behalf of the parent/guardian in case of emergency where the parent/guardian cannot be reached. This information must be filled out before your child can participate in the Youth Police Academy. Thank you for your cooperation.

Alternate Contact 1

Name _____ Relationship: _____
Address _____
City _____ State _____ Zip _____
Phone Number _____
Cell Phone/Pager _____

Alternate Contact 2

Name _____ Relationship: _____
Address _____
City _____ State _____ Zip _____
Phone Number _____
Cell Phone/Pager _____

Our family physician is _____
Address _____ Phone _____
Medical Coverage Company _____
Exp. Date _____ Policy Number _____
Telephone number that I can be reached at _____
Alternate number that I can be reached at _____

Signature of parent/guardian _____ Date _____
Name _____
Address _____ City _____ Zip _____

