

BAY CITY POLICE DEPARTMENT CONTRACTUAL TRAINING PROVIDER

TRAINING RULES

Admission Requirements:

Prior to enrollment in any Bay City Police Department training program which provides instruction, the student must have on file:

1. Written documentation that the person is currently licensed by the commission or documentation that the person is not:
 - a. Currently charged with any criminal offense for which conviction would bar licensing
 - b. Has not been on court-ordered community supervision or probation for any criminal offense above the grade of class B misdemeanor within the last ten years from the date of the court order
 - c. Has not been convicted of an offense above the grade of class B misdemeanor
 - d. Has never been convicted of any family violence offense
 - e. Is not prohibited by state or federal law from operating a motor vehicle
 - f. Is not prohibited by state or federal law from possessing firearms or ammunition
2. A United States citizen

Class Attendance:

No absences will be permitted unless excused by the training coordinator, or his/her designee, and then only if provisions for makeup classes exist. Tardiness will not be tolerated and will be subject to makeup. Those interested in attending training courses at the Bay City Police Department should also see the Training Calendar for more details on classes, dates and times. All training dates are subject to change without notice and students should confirm classes and their position on the roster a week prior to the start of the class. If a student needs to cancel, we would ask that the student notify the training coordinator at least three days in advance.

Photographic/Recording Equipment:

Unless prior arrangements are made with the training coordinator, students will use no photographic or recording equipment.

Tobacco Use and Smoking:

Tobacco use, and Smoking is prohibited in all city buildings. Students will be allowed to smoke only in designated areas. This includes Cigarettes, E-Cigarettes, and smokeless tobacco.

Acceptable Dress Standards:

For all officers, jailers, and civilians who attend training classes shall be:

1. Agency Uniform or;
2. Civilian Attire; such as dress shirt, polo style shirt, with casual slacks including denim jeans, which would be appropriate for a business casual environment.
3. Female attendees may wear dresses or slacks/skirts with shirt/blouse

Exceptions:

At the discretion of the instructor responsible over specific training employees may be directed to wear other attire that is more appropriate to unusual training activities or conditions, such as tactical courses, physical training, self-defense, handgun retention, etc...

1. Officers attending firearms training will be allowed to wear comfortable clothing to include baseball caps appropriate for the weather conditions.
2. You may wear athletic type clothing, sweat pants, wind/warm up suits, t-shirts, athletic shoes, etc...for the classes of ASP Baton, O.C. Pepper Spray, and Defensive Tactics, Taser or similar type training.
3. Denim jeans, may be worn at times, but are not encouraged as regular class room wear. When allowed to be worn, they cannot be faded, worn, torn, cut, frayed, or unclean.
4. Athletic shoes may be worn at times but are not encouraged as regular classroom wear. When allowed to be worn, they must be clean with a new like appearance.

Note: When attending firearms training classes and including Department firearms qualification **YOU WILL NOT BE ALLOWED TO WEAR ANY FORM OF RED CLOTHING OR RED BASEBALL CAPS. The color "red" is only to be worn by the department Firearms Instructors, or their designee(s).**

Weapons: Peace Officers in Departmental Uniform or in civilian attire shall carry their weapons in compliance with their Departmental Policy. Civilian personnel with a valid Handgun License issued by the State of Texas, will not be allowed to have their weapon on their person while in the classroom, unless authorized by the Training Coordinator.

Academics: All examinations become the property of the training provider. The class Instructor will advise each class of the grading criteria used in that particular class. All examinations are graded on a Pass/Fail basis.

Conduct: Professional conduct is expected. Disruptive, or disrespectful conduct from anyone will not be tolerated.

Cell Phones/Pagers: Pagers and cellular telephones shall be turned off or set on vibrate mode during classroom instruction. Except during an emergency, cell phone calls or pager responses shall be made during breaks only. Text messaging is prohibited except during breaks.

Tobacco Use: Tobacco use is prohibited inside the training facility or within 15 feet of facility entrance/exit.

Alcoholic Beverages: Alcoholic Beverages are prohibited in and around the training facility. An exception to this rule is, but not limited to, alcohol workshops for SFST certification courses. The use of any alcohol for training purposes must receive prior approval from the Training Coordinator.

Orderliness: Students shall be responsible for maintaining a neat and orderly classroom, break area, range area or any areas where a student might be during their assigned training period.

Complaints: All complaints and concerns by a student shall be addressed appropriately, beginning with the Instructor and then the Training Coordinator.

Illness: Illness or injuries shall be reported immediately to the Instructor and then the Training Coordinator.

Penalty: Violation of these rules can be cause for dismissal from the class the student is currently attending. The Instructor or Training Coordinator shall make the final determination. The student's immediate supervisor, Training Coordinator, and the Bay City Police Department Police Chief will be notified of the reason for dismissal from the class. The department reserves the right to refuse any future training opportunities to individuals found in violation of facility rules.