



CLINTON TOWNSHIP JUNIOR POLICE & EMERGENCY SERVICES ACADEMY

CODE OF CONDUCT

1. There will be no use and or possession of tobacco products or drugs. Any recruit found to be in violation of this code will be immediately dismissed.
2. **Recruits are required to arrive no later than 8:55 am. Recruits must be picked up at 5:00 pm.**
3. Recruits are expected to adhere to academy rules and regulations.
4. Recruits are required to obey all orders of academy instructors and are not to leave the classroom without the express permission of the instructor.
5. Should a recruit become ill or injured he/she is to report immediately to the instructor.
6. Use of obscene, vulgar, or profane language will not be tolerated.
7. Recruits will conduct themselves in a professional manner at all times.

DRESS CODE/PERSONAL GROOMING

This academy has been developed to give each recruit the best possible learning experience. Therefore it is necessary that recruits present themselves in a neat and well-groomed manner. **A uniform consisting of athletic shorts, t-shirt, ball cap, white socks, and sneakers will be worn at all times. T-shirt, shorts and ball cap will be provided.**

It is the policy of the Academy that all recruits be neat, clean, well-groomed, and present a professional appearance. To achieve the intent of the policy, reasonable grooming regulations have been established. The regulations take into consideration uniformity, neatness, safety, and the quasi-military nature of the Clinton Township Police.

1. All jewelry which detracts from the professional appearance of a recruit, or which may constitute a safety hazard, is not permitted
 - a. **No jewelry of any kind** shall be worn during Junior Police Academy. This includes jewelry below the shoulders (e.g., belly rings)

- b. Watches may be worn at authorized times
 - c. **NO** jewelry or watches shall be worn during physical training
 - 2. Fingernails
 - a. Fingernails shall be cleaned and trimmed. Nails shall not extend beyond the tips of the fingers
 - b. Fingernail polish, if worn, shall be clear
- B. Male Recruits
 - 1. Hair shall:
 - a. Be neatly trimmed, combed, or brushed
 - b. Be cut to present a tapered appearance and, when combed, shall not fall over the ears or eyebrows, or extend over the shirt or coat collar when standing with the head in natural posture
 - c. Not interfere with the proper wearing of any authorized uniform headgear
 - d. Coloring, if used, must appear natural
 - 2. Facial hair:
 - a. Shall be properly shaven at all times
 - b. No mustache, beard, or sideburns
- C. Female Recruits
 - 1. Hair:
 - a. The length, bulk, or appearance of natural hair shall not be excessive, ragged, or unkempt
 - b. Shall be neatly groomed
 - c. Shall not be worn longer than the bottom of the shirt or coat collar at the back of the neck when standing with the head in the normal posture
 - d. Shall be groomed in front so that it does not fall below the band of a properly worn uniform hat
 - e. May be worn slightly over the ears, but in no case shall the bulk or length of the hair interfere with the proper wearing of authorized uniform headgear
 - f. Ponytails or plaited hair are not permitted
 - g. A bun or twist is permitted on the top back of the head provided it is worn in a neat manner and does not interfere with the wearing of uniform headgear
 - h. No ribbons or ornaments shall be worn in the hair, except for neat inconspicuous bobby pins or conservative barrettes which blend with the hair color
 - i. Coloring, if used, must appear natural
 - j. The wearing of a wig or hair piece is permissible

NOTE: If worn, it shall conform to the standards set forth in this procedure.

EXPECTATIONS/PREPAREDNESS

The week's activities include lectures and presentations covering many facets of police work and criminal justice. Participants will be exposed to a disciplined quasi-military environment, including military drill in combination with structured fast-moving programs of classroom activities, lectures, films, practical exercises, and physical training, simulating the New Jersey Basic Police Officer recruit training experience. Therefore, recruits will arrive physically prepared to participate in such activities, including push-ups, sit-ups, planks, running and marching.

RECRUIT BEHAVIORAL CONTRACT

The purpose of this contract is to inform the below-named recruit that he/she must comply with the provisions of the Clinton Township Junior Police & Emergency Services Academy and to the specific terms set forth in this contract. The recruit understands that due to the nature of this academy there will be zero tolerance rules in effect. Undesirable conduct such as horseplay or a violation of the recruit code of conduct will result in behavior modification, or if applicable, immediate removal of the recruit from the academy. This contract is in effect for the safety of all recruits and the maintenance of discipline and order. This contract represents an acknowledgement by the recruit that he/she received a copy of the Code of Conduct and the recruit agrees to adhere to this Code of Conduct at all times, at home, in school, and in the Academy.

Recruit signature: _____

Date: _____