

# East Rutherford Police Department

## Junior Police Academy



### Recruit Class

**Academy Dates:** June 26<sup>th</sup> through June 30<sup>th</sup>

**Time:** 9:00 am – 3:00 pm

**Eligibility:** Students in 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Grade

**Location:** Henry P. Becton Regional High School

Applications will be accepted **starting** May 1<sup>st</sup> to June 1<sup>st</sup>

Applications can be turned in to the Main Office or can be emailed to

[jrpolicyacademy@erpd.org](mailto:jrpolicyacademy@erpd.org)

Any questions regarding the Academy may be directed to:

### Juvenile Bureau

Detective Sergeant Felten ([kfelten@erpd.org](mailto:kfelten@erpd.org))

Office: (201) 438-0165 ex. 140

Please **DO NOT** call the Police Department inquiring about your child's application status.

## **Frequently Asked Questions**

**Q: What time is drop off in the mornings?**

A: Morning drop-off is typically between 8:45 – 8:55 am. Recruits will be dropped off in the morning in the rear parking lot near the gymnasium entrance.

**Q: Will there be busing for pick-up and drop-off?**

A: Yes, busing will be provided. A bus will pick up recruits first in front of McKenzie School at 8:30 am. Then at 8:45 am, the bus will pick up on Grove St, in front of Faust School. The bus will be at dismissal, dropping off at Faust School, then McKenzie School.

**Q: What time is pick-up in the afternoons?**

A: The recruits will be lined up for afternoon dismissal in the gymnasium between 2:30 – 2:45 pm. Parents should park in the rear parking lot and wait for the recruits to be released. NO PARENT should enter the building to pick up their child.

**Q: Can my child ride their bike (or walk) each day?**

A: Yes, they can, but we would prefer that they did not ride or walk to the academy.

**Q: What do I do if my child has to come late/leave early?**

A: A note MUST be given to Commanding Officer the day before informing us of the change in drop off/early departure.

**Q: What do I do if my child has to miss a day?**

A: A note MUST be given to the Commanding Officer the day before. If no note is given, we will come to your house to find the recruit.

**Q: What do I do if my child is sick in the morning?**

A: You MUST contact officers via the phone number provided first thing in the morning.

**Q: What should my child pack for lunch each day?**

A: NO JUNK FOOD. Lunch should be healthy... sandwiches, vegetables, juices, and water.

**Q: Does my child have to pack a lunch each day?**

A: Yes. The recruit is responsible for bringing lunch every day except June 29<sup>th</sup>. June 29<sup>th</sup> will be our annual BBQ/Picnic.

**Q: Can my child wear jewelry?**

A: Yes. Earrings must be studs. No hanging earrings. No bracelets, rings, toe rings, ankle bracelets, or necklaces UNLESS they are of a religious nature. The recruit MAY wear a wristwatch.

**Q: What does my child wear each day?**

A: Recruits will respond to the academy wearing their uniforms; T-shirts, shorts, and sneakers each day... UNLESS told otherwise by the academy staff the previous day.

**Q: Do you need parent assistance during the regular academy day?**

A: No, but Thank you.

**Q: When is the Graduation ceremony?**

A: The Graduation ceremony info is TBD. All parents and relatives are encouraged to attend.

# East Rutherford Police Department

## Junior Police Academy

### APPLICATION

Please fill out the following requested information completely. Also, please print all answers clearly. ***Any false, incomplete, or illegible information will exclude the applicant from participating in this program.***

Student's Name: \_\_\_\_\_  
(First Name) (Last Name)

Home Address: \_\_\_\_\_

Sex: (M or F) \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

School Name: \_\_\_\_\_ Next Grade Attending: \_\_\_\_\_

(Please enter your child's ***appropriate size*** shirt and shorts)

Adult Tee Shirt Sizes: \_\_\_\_\_ Adult Shorts Size: \_\_\_\_\_

.....  
Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Telephone Number: \_\_\_\_\_  
(Home) (Work or Cell)

Parent/ Guardian Email: \_\_\_\_\_ (Please Print Clearly)

Emergency Contact Name / Numbers: \_\_\_\_\_  
(Name) (Work and/or Cell)

Relationship to Child: \_\_\_\_\_

Are there any persons with prohibited contact with your child? \_\_\_\_\_ If yes, please list the following:

\_\_\_\_\_

## Code of Conduct

- Recruits will refrain from physical and verbal violence towards other recruits and academy staff.
- Recruits will act professionally at all times and follow the directions from the academy staff.
- Recruits will wear the uniform supplied, along with athletic sneakers, during each academy day.
- Recruits will wear their uniforms appropriately and in accordance with the academy rules.
- Recruits will refrain from vulgar, offensive, or threatening speech.
- Recruits will follow all the rules and regulations as directed by the academy staff.
- Recruits will refrain from bullying, teasing, or harassing other recruits.
- Recruits will arrive promptly each morning of the academy.
- Cell phones are allowed but must remain off or silent and will only be used for emergencies.
- Any injuries or illnesses suffered by the recruit should immediately be brought to the attention of an instructor.
- Any act or threat of physical violence towards another recruit or staff member will result in the recruit's immediate removal from the program.
- ***Recruits who violate any of the Academy rules will be expelled from the program.***

Parent/Guardian Name: \_\_\_\_\_

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

## **Medical Waiver/Release**

Please Fill out the following requested information completely. Please print all answers clearly:

***Any False, incomplete, or illegible information will exclude the applicant from participating in this program.***

Does your child suffer from any medical conditions? \_\_\_\_\_ If yes, please explain. \_\_\_\_\_

\_\_\_\_\_

Does your child require any medication on a daily or emergent basis? \_\_\_\_\_ If yes, please explain.

\_\_\_\_\_

Are there any special needs that the staff of the Junior Police Academy should be aware of?

\_\_\_\_\_

I, the undersigned parent/guardian of \_\_\_\_\_, state that the above health history information provided to the East Rutherford Police Department is true and that my child is physically able to participate in the Junior Police Academy. I, the undersigned parent/guardian, also hereby release and forever discharges the Borough of East Rutherford, the East Rutherford Police Department and all of its officers, Becton Regional High School, and any other agents or employees of participating agencies from all claims and causes of action as a result of personal injuries, damages or other losses of any nature whatsoever, which may result or occur at any time while the child of the undersigned is participating in any of the activities of the Junior Police Academy. I further understand that any medical costs related to any injuries will be the sole responsibility of the undersigned parent/guardian.

**Parent/Guardian Name:** \_\_\_\_\_

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

Once you have clicked submit and added your email address, a draft of the completed form will be sent to your drafts folder of your email provided. Please navigate to your email and send the completed form to [jrpolicyacademy@erpd.org](mailto:jrpolicyacademy@erpd.org)