

Sacramento Police Department Criminal Justice & Public Service Magnet Academy



C. K. McClatchy

Student Manual

(Last Date of Revision September 2014)

Sacramento Police Department Mission Statement

The Mission of the Sacramento Police Department is to work in partnership with the community to protect life and property, solve neighborhood problems, and enhance the quality of life in our city.

Criminal Justice and Public Service Academy Mission Statement

The mission of the Criminal Justice & Public Service Academy is to strive, through teamwork, to promote higher academic achievement, develop marketable career skills, encourage continued Education, and enhance the quality of life in our community.

Cadet's Pledge

As a cadet for the Sacramento Police Department's Criminal Justice and Public Service Academy, I pledge to serve my community faithfully and honorably; to protect the innocent and the weak from violence and intimidation; and to uphold the fundamental rights of all people to life, liberty and the pursuit of happiness. I will ensure that my life is a reflection of trust, honor and integrity. And with courage and determination, I will never waiver from achieving my ultimate goal, to seek higher academic and career excellence.

No person shall be subjected to discrimination on the basis of disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code in any program or activity conducted by an educational institution that receives, or benefits from, state financial assistance or enrolls pupils who receive state student financial aid.

INTRODUCTION

This manual is designed to provide all students enrolled in the SPD Criminal Justice Magnet Academy with a crystal clear understanding of our expectations of you, your behavior, and your performance. During your enrollment in the academy you will be evaluated on several different areas: Academics, Physical Education, Citizenship, and Effort. It is your responsibility to make the effort to succeed in all the areas. Both of your instructors are here to aid you in your success in any way possible.

Parental Involvement

Educational research has shown when parents are involved in their children's school activities and education; children have higher grades and standardized test scores, improved behavior at home and school, better social skills and adaptation to school.

Parents of academy students are encouraged to attend parent meetings which are held each month and parents are also encouraged to participate as a volunteer chaperone in community events with the academy program.

Emergency Telephone Number

CK McClatchy Criminal Justice Academy

Classroom Number: 264-4400 x1251

Officer: R. Goodpaster: 808-3767

Lead Instructor: J. McCumiskey

Hiram Johnson Law Academy

Classroom Number: 277-6300 x1931

Officer: S. Davis: 808-3767

Lead Instructor: M. Washington

Grant Criminal Justice Magnet Academy

Classroom Number: 566-3450

Officer: E. Fong: 808-3767

Lead Instructor: R. Harris

John F. Kennedy Criminal Justice Academy

Classroom Number: 433-5528

Officer: R. Cabrera: 808-3767

Lead Instructor: C. Herner

*Please reserve these numbers for emergency use only.

Program Organization

The Academy of Criminal Justice & Public Services consists of two curriculum structures: academic and Career Technical. Each student in the Academy is enrolled in an academic class integrated with Career Technical programs. The students will also have other required classes (such as English, Math, Chemistry) blocked with other academy students.

Academic Course

- Law I - This is the first year course in the four-year sequence of classes. The main topics of consideration will include History and Principles of Law Enforcement, Ethics, Professionalism, the California Court System, Allied Criminal Justice Agencies, and Criminal Law. Law I will provide students with a basic professional orientation of law enforcement.
- Law II - The Main topics for the second year course will include driver education, the California Vehicle Code (emphasis on alcohol-related violation), gang awareness, and computer proficiency. Upon completion of this second year course, students will be able to recognize common vehicle code violations, understand the legal ramifications of driving under the influence of alcohol and/or drugs, and will demonstrate computer proficiency; students can also obtain their Driver Education Certificate of completion.
- Law III - The third year course includes units on the laws of Arrest, Juvenile Law, Search and Seizure, Laws of Evidence, and Patrol Techniques. Students will participate in a significant amount of small group work-stressing analytical problem solving. Role-playing and scenario training will be utilized to increase the students' practical knowledge.
- Law IV - The fourth year course emphasizes report writing and college level curriculum. Units of Crimes Against Persons, Crimes Against Property, Weapons Violations, Domestic Violence, etc. will focus on the field investigation and report writing of particular crimes. Scenarios training and role-playing will be used extensively. Students will also participate in workshops to help them compete successfully for job testing in the law enforcement field. Finally, students will utilize college textbooks and examinations to earn college credits for criminal justice.

ACADEMICS:

1. Students are required to maintain a 2.0 overall GPA.
2. Students failing to maintain a 2.0 GPA or “C” or better in all classes will be placed on formal academic probation and required to attend tutoring sessions or study hall until the next grading period.
3. Students who fail to raise their GPA to a 2.0 or better by the next grading period will be subject to removal from the academy.
4. Students must also maintain satisfactory citizenship grades in all classes.

NOTEBOOK:

1. Students shall take notes on all subjects as directed by the academy staff.
2. All finished notes will be submitted and evaluated with emphasis on the following: content, thoroughness and accuracy, form, neatness, spelling, conformance to outline, and grammar.
3. Failure to comply with the notebook requirements may be grounds for removal from the academy.

ATTENDANCE:

Excessive tardiness, absences, or trancies may be causes for removal from the program. (Any absence not cleared by an official “readmit” is a truant.)

1. Students will be allowed to make up assignments missed due to an excused absence.
2. Students will not be allowed to make up assignments missed because of truancy.
3. Upon returning from an absence, a memo must be submitted explaining the reason for the absence.

WRITING SKILLS:

To be considered acceptable, all written assignments must meet the following criteria:

1. The assignments must be reasonably fluent, well developed, and well organized, showing sufficient command of the English language to communicate the information.
2. All essential information must be included.
3. The assignments must be reasonably free of mechanical errors (i.e. grammar, punctuation, spelling, and word choice.)
4. Students will be provided with a Composition Book to help develop their writing skills. The weekly writing assignments will be discussed in class. The Composition book will be turned in to Officer Goodpaster at the start of class on the first day of the school week. Composition Books will be graded at 10 points per week.

COMMUNITY SERVICE:

- All academy students are required to complete a minimum of 50 hours of community service annually. This does not include the extra hours earned for providing transportation.
- Community service sheets must be completed and turned in at the first of each month. **Hours are due at the 1st of each month.** It is the student's responsibility to keep up with his or her own hours and the due dates.
- Twenty-five of those hours must be completed at academy sponsored or supported events. Twenty-five of those hours must be completed by the end of the first semester.
- Failure to complete the required 50 hours of community service will result in your second semester final grade being lower one full letter grade. **NO EXCEPTIONS.**

CITIZENSHIP:

Students shall conduct themselves as ladies and gentlemen, perform all duties in a thorough and precise manner, and carry out all orders, commands and instructions given by academy staff without hesitation. Students shall not commit any acts during or outside scheduled hours that are incompatible with the law enforcement profession or which might reflect unfavorably upon the academy or the school.

PERSONAL CONDUCT:

1. Students will at all times be **respectful** to academy instructors, school personnel, guest speakers, visiting police personnel, and other students.

No students in the academy shall do any of the following:

2. Any student creating a negative environment among other students, including practicing or encouraging discrimination regarding race, sex, religion, national origin, or ancestry.
3. The wearing of any potential gang related apparel is prohibited.
4. Threaten, attempt, or do bodily harm to another.
5. Use of profanity.
6. Place the academy or school in an embarrassing situation by his/her conduct.
7. Cheat during an examination or knowingly allow another student to cheat.
8. Willfully or carelessly destroy academy or school property.
9. Endanger any person, including him/herself, through careless or willful violation of safety rules or instruction.
10. Show willful disobedience of an order, direction, or regulation.
11. Fail to maintain an appropriate personal appearance.

12. Display negligence in performing official duties, including failure to follow academy regulations or instructions.
13. Display willful disregard of the school or academy rules and regulations.
14. Display carelessness, indifference, laziness, lack of attention, or inattention to duty.
15. Be under influence of drugs or alcohol at anytime, in or out of school.
16. Steal from any person or the academy.
17. Violate any public law or ordinance.
18. Disclose any confidential information without authorization.
19. Fail to exhibit proper conduct of his/her personal business or fail to pay just debts when due, thereby causing embarrassment to the academy or school.
20. It is the responsibility of each Magnet Student to use Social Media outlets responsibly. Magnet Students **shall not** post photographs on any social media outlets of themselves or other Magnet Students in uniform. Magnet Students also **shall not** post any photographs of staff. Magnet Students **shall not** post any information that will bring discredit to the Magnet Student, the Sacramento Police Department, the Youth Service Unit or any staff member or volunteer of the Criminal Justice Academy.

Failure to comply with the rules of conduct will result in disciplinary action and may lead to removal from the academy.

Classroom Conduct:

A large percentage of the material covered in this course is completed in the classroom. It is therefore necessary that all students adhere to the following guidelines, which will promote an orderly environment conducive to learning large volumes of information.

1. When the tardy bell rings, all students are to be standing at attention, next their desk. Students will remain standing when the instructor or person in charge says “Good morning/afternoon class” the class will respond, “Good morning/afternoon sir/ma’am”. The instructor/ person in charge will then instruct the class to take their seats.
2. Students will be alert, attentive and shall sit up straight with both feet on the floor or seat rail.
3. Only those items related to the current classroom activity are allowed on the desktops.
4. Staff instructors encourage questions, provided that they represent an honest attempt to gain information.
5. All students should have a sincere interest, an open mind, and a desire to learn. No questions should be asked which are not pertinent to the subject being discussed, or which are presented to show off or kill time.
6. When questions are posed, students should gain the instructors attention by raising his/her hand. Once recognition is gained, the student shall stand up and address whom the question is for with the appropriate title then ask his/her question. This is not only a matter of courtesy; it also allows the other cadets time to hear the question.
7. When an adult enters the classroom, students are to acknowledge the adult by saying “Good morning/afternoon/evening, sir/ma’am.” this form of courtesy will be extended to all adult visitors regardless of standing.
8. No student will sleep while class is in session. Any student who is too tired to remain awake will ask permission from the instructor to stand at the back of the classroom until they become sufficiently awakened to return to their seat.
9. Electronic devices of any kind will be put away and not be allowed in the classroom while class is in session. Examples include but are not limited to: Cell phones, Ipods, MP3 players, Portable music players, and any hand held electronics. This includes all types of ear phones. Phones may be confiscated if this policy is violated.

10. Students shall not enter the staff offices except to transact official business or when given permission.

General Performance:

1. All students are expected to put forth a maximum effort in all areas of the curriculum and must maintain satisfactory performance in each area.
2. Students failing to maintain satisfactory performance will be subject to disciplinary action up to and including removal from the academy.
3. All performances are documented and this documentation is part of the academy records.

Disciplinary Action:

Failure to comply with the rules and regulations of the academy and/or the school may result in one or more of the following actions:

1. Verbal Reprimand/Written Reprimand
2. Written memo by the student accounting for his/her actions
3. Notice of unsatisfactory performance
4. Staff counseling session
5. Loss of uniform privileges
6. Academy probation
7. Removal from the academy

These steps will be taken in addition to any discipline issued by the school.

REMOVAL FROM THE ACADEMY

Any student who is removed from the Academy may be required to return to their home school if they are on permit or open enrollment.

Academy Uniform:

The academy will issue each student in grades 10 through 12 a class A uniform and a polo shirt at no cost. Students in grade 9 will only receive a polo shirt at no cost. This uniform is the property of the Magnet Academy. Each student is responsible for the uniform or polo issued to them. If the uniform or polo is damaged or lost, the student may be required to pay for the replacement at the current uniform costs.

- One day per week designated by the academy staff and/or ranking officers will be uniform day. On the designated academy uniform day, each member of the academy program is to wear their academy uniform in a specific manner. (Refer to “Class “A” Uniform Standards).
- Failure to comply will result in disciplinary action being taken by academy staff.

Class “A” Uniform Standards

SHIRT:

- Must be tucked in at all times
- Must be clean, stain free, no rips or tears
- Must be ironed or pressed
- Name tag must be worn on the right breast pocket
- All buttons must be buttoned
- A **black or white** tee shirt must be worn under your class “A” shirt

PANTS:

- Must be ironed and creased
- Cannot have any rips or tears
- Must be dark blue (academy issued)
- Must be hemmed to fit
- All buttons must be buttoned
- All zippers must be able to zip
- **Academy issued belt must be worn**

SHOES:

- **Must be all black!**
- Heels must not exceed one (1) inch in height
- All black socks – at least calf length must be worn

Academy Polo Uniform Standards

SHIRT:

- Must be tucked in at all times
- Must be clean, stain free, no rips or tears
- Must be ironed or pressed
- All buttons must be buttoned
- A **black or white** tee shirt must be worn under your Polo

PANTS:

- Must be navy blue.
- Cannot have any rips or tears
- Must be hemmed to fit
- All buttons must be buttoned
- All zippers must be able to zip

SHOES:

- **Must be all black!**
- Heels must not exceed one (1) inch in height
- All black socks – at least calf length must be worn

Other Uniform Standards (Class “A” and Polo)

JEWELRY:

- While wearing your uniform, the only acceptable jewelry is as followed:
 - **Males/females** no earrings will be worn while in uniform
 - Necklaces must be worn under your shirt. It cannot be visible outside of the uniform.
 - No bracelets are to be worn.
 - One watch is allowed.
 - One conservative ring per hand.

HAIR/GROOMING:

- Hair must be worn off the collar-this applies to both males and females.
- Hair must be clean and presentable.
- Hair ties must closely match **hair color**.
- Male cadets shall be clean shaven when in uniform (mustaches are permitted but may not extend below the upper lip) side burns must be not extend below the bottom of the earlobe.
- Cadets shall appear well groomed at all times, even when not in uniform.

GENERAL APPEARANCE (Civilian Attire)

- Standard dress for the academy programs should reflect positive representation of the academy program and the Sacramento Police Department.
- It is imperative that each student report to school and events well-groomed, and wearing appropriate civilian attire.

- Clothing attire should be neat, clean, and free from offensive or questionable graphics or lettering.
- Females: pants and/or shirt should not be worn in such a manner that exposes or displays areas of the upper and lower torso (see CK McClatchy Student Handbook).
- Males: Sagging pants are not allowed

UNIFORM RETURN POLICY

All academy students who fail to complete the Criminal Justice Magnet Academy must return the uniform issued to them by the academy. These uniforms will be used for incoming academy students. Failure to return the uniform will result in the forwarding of a payment notice for the fees.

PROMOTIONS

Students in the Criminal Justice Academy may have the opportunity to be upgraded to Sergeant, Lieutenant, or Captain. The following criteria will be considered in order to qualify for application.

- Acceptable Academic standing
- Satisfactory citizenship grades in all classes
- Community Service participation
- Academy Events participation
- Must be a positive role model and leader to students

If you meet these qualifications and would like to promote and accept additional responsibility, you are encouraged to apply. Students must approach the instructor and express his/her interest. The student must submit a one-page memo as to why he/she would be a good candidate for this position.

Once all applicants have applied by the deadline the lead instructor, there will be a formal interview given by a panel. Each student may contact either instructor as to what to expect on the interview.

**ACADEMY AWARDS AND GRADUATION CEREMONY
(MANDATORY ATTENDANCE)**

Near the end of each school year, the Academy honors its students and graduating seniors with an awards and graduation ceremony. For the 2014-2015 school year, this event will be held in the evening of Wednesday, May 27, 2015, starting at 5:30 pm. **PLEASE REMEMBER: THIS IS THE ONLY MANDATORY ATTENDANCE EVENT FOR ACADEMY CADETS OUTSIDE REGULAR CLASS TIME DURING THE SCHOOL YEAR.**

Example of how to Write a Criminal Justice Academy Memo

TO: [WHO IS THE MEMO TO?] **DATE:** MM/DD/YY

[Skip a line]

FROM: LAST NAME, FIRST NAME, MIDDLE NAME OR INITIAL

[Skip a line]

SUBJECT: [WHAT THE MEMO IS ABOUT]

[Skip 2 lines]

THE TEXT OF YOUR MEMO GOES HERE. MEMOS ARE TO BE WRITTEN IN ALL CAPITAL LETTERS AND IN BLACK INK. THIS IS THE INDUSTRY STANDARD FOR THIS TYPE OF WRITING.

THIS FORMAT IS TO BE FOLLOWED FOR ALL ASSIGNMENTS, CORRESPONDENCE UNLESS DIRECTED BY ACADEMY STAFF TO DO DIFFERENTLY. IF THIS FORMAT IS NOT FOLLOWED YOU WILL BE REQUIRED TO REWRITE YOUR ENTIRE ASSIGNMENT.

WHEN YOU ARE DONE WITH YOUR MEMO, SKIP TWO LINES AND PUT THE CLOSING IN THE MIDDLE OF THE PAGE.

[Skip 2 lines]

RESPECTFULLY SUBMITTED,

[Skip a line]

SIGN YOUR NAME

PRINT YOUR NAME HERE

SPD Magnet Academy Community Service Student Volunteer Hours Verification

(Please complete entire form to receive credit for participation)

Name of Student: _____ Law Class: _____

Phone Number: _____

Person/Organization Verifying: _____

Contact Phone Number: _____

Activity

Date of Event: _____

Location of Event: _____

Type of Event: _____

Starting time: _____ Ending time: _____

Brief Description of Event or duties and responsibilities:

Total Number of Hours: _____

Academy Use Only:

Accepted: _____

Hours Logged: _____

Initials: _____

Rejected: _____

Date Logged: _____

Initials: _____

Reason for Rejection:

Academy Staff Signature _____

TO: ACADEMY STAFF

DATE: _____

FROM: _____

SUBJECT: ACADEMY EQUIPMENT LOAN

I _____ UNDERSTAND THAT ANY EQUIPMENT THAT I RECEIVED FROM THE CRIMINAL JUSTICE MAGNET ACADEMY IS TO BE CONSIDERED "ON LOAN," AND WILL BE RETURNED TO THE ACADEMY STAFF BY ME UPON COMPLETION OF TRAINING, DISMISSAL, OR UPON DEMAND OF THE ACADEMY STAFF.

I ALSO UNDERSTAND THAT I AM RESPONSIBLE FOR THE SAFE RETURN OF ACADEMY EQUIPMENT AND THAT I AM TO MAINTAIN THE EQUIPMENT IN GOOD CONDITION WHILE IT IS IN MY CARE. I UNDERSTAND THAT I AM RESPONSIBLE FOR THE REASONABLE VALUE OF THE EQUIPMENT IF IT IS NOT RETURNED IN THE SAME CONDITION IN WHICH IT WAS PROVIDED TO ME.

FURTHERMORE, I UNDERSTAND THAT MY CERTIFICATE OF GRADUATION MAY BE WITHHELD UNTIL ALL LOANED EQUIPMENT HAS BEEN RETURNED DIRECTLY TO A MEMBER OF THE ACADEMY STAFF.

PAIR OF BLUE UNIFORM PANTS	Y / N	
ONE LONG SLEEVE SHIRT	Y / N	
ONE BLUE TIE	Y / N	
ONE SILVER TIE BAR	Y / N	
ONE BLACK BELT	Y / N	
ONE POLO SHIRT	Y / N	COLOR: _____

STUDENT NAME (PRINT) _____ **STUDENT ID#** _____

STUDENT SIGNATURE _____ **DATE** _____

PARENT SIGNATURE(S) _____ **DATE** _____

TO: ACADEMY STAFF

DATE: _____

FROM: _____
(PRINT LAST, FIRST)

SUBJECT: MEMORANDUM OF UNDERSTANDING

I HEARBY ACKNOWLEDGE RECEIVING A COPY OF THE SACRAMENTO POLICE DEPARTMENT CRIMINAL JUSTICE MAGNET ACADEMY EXPECTATIONS MANUAL. I UNDERSTAND THAT I AM REQUIRED TO BE FAMILIAR WITH AND OBEY ALL RULES AND REGULATIONS WHILE ENROLLED IN THE ACADEMY. I FURTHER UNDERSTAND THAT IF I FAIL TO COMPLETE THE PRESCRIBED COURSE OF TRAINING AS OUTLINED IN THE EXPECTATIONS MANUAL, OR OBEY THE POLICIES AND PROCEDURES AS OUTLINED, I MAY RECEIVE DISCIPLINARY ACTION UP TO AND INCLUDING REMOVAL FROM THE ACADEMY.

***REMINDER TO STUDENTS WHO ARE ATTENDING THROUGH OPEN ENROLLMENT OR PERMIT: IF YOU QUIT OR DISMISSED FROM THE CRIMINAL JUSTICE ACADMEY PROGRAM, YOU WILL BE TRANSFERRED TO THE SCHOOL IN WHICH YOU ARE ASSIGNED TO BASED ON YOUR HOME ADDRESS AS SOON AS POSSIBLE.**

STUDENT NAME (PRINT)

STUDENT ID#

STUDENT SIGNATURE

DATE

PARENT SIGNATURE(S)

DATE

CITY OF SACRAMENTO
WAIVER, RELEASE, HOLD HARMLESS AND INDEMNITY AGREEMENT, AND COVENANT NOT TO
SUE

Participation in the Sacramento Police Department Magnet Academy

I _____, the undersigned declare
(Print first and last name)

1. I understand the description of the Sacramento Police Magnet Academy and the activities I will be involved in with my participation in the Magnet Academy.
2. I acknowledge, appreciate, and understand that there are material risks of injury to me by participating in the Magnet Academy including, but not limited to, injury to my back, muscles, nervous system, or other portions on my body, singularly or in part, emotional distress, or death.
3. In consideration of the opportunity to participate in the Sacramento Police Magnet Academy, I agree as follows:
 - (a) I covenant and agree for myself, my heirs, executors, administrators, and assigns, not to sue the City of Sacramento or any of its officers and employees, for any injury I may suffer which is in any way related to, arises out of, or connected to, or aggravated by my performance in any activity related to the Sacramento Police Magnet Academy.
 - (b) I voluntarily and with full knowledge of all potential risks inherent in said activities agree that I assume all risk of injury of any sort which is any way related to, arises out of, or connected to, or aggravated by my performance in any activity related to the Sacramento Police Magnet Academy.
 - (c) I hereby voluntarily and with full knowledge of all potential risks inherent in said tests, agree that I waive for myself, my heirs, executors, administrators, and assigns, any claim I may have against the City of Sacramento or any of its officers and employees for any injury I may suffer related to, arising out of, or connected to or aggravated by my performance in any activity within the Sacramento Police Magnet Academy.
 - (d) I voluntarily and with full knowledge of all risks inherent in said tests, agree that I release the City of Sacramento and its officers and employees, for myself, my heirs, executors, administrators, and assigns, from any claim cause of action, or legal right of action I have or may in the future have for damages or any other form of relief for any injury that I may suffer related to, arising out of, or connected to or aggravated by my performance in any activity within the Sacramento Police Magnet Academy.
 - (e) I shall hold harmless and indemnify the City of Sacramento, its officers and employees, and each and every one of them, from and against any and all actions, damages, costs, liabilities, claims, demands, losses, judgments, penalties, costs and expenses of every type and description, including, but not limited to, any fees and/or costs reasonably incurred by the City of Sacramento's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (hereafter collectively referred to as "Liabilities"), including but not limited to Liabilities arising from personal injury or death, damage to personal, real or intellectual property or the environment, contractual or other economic damages, or regulatory penalties, arising out of or in any way connected with my participation in the Sacramento Police Magnet Academy, whether or not (i) such Liabilities are caused in part by a party indemnified hereunder or (ii) such Liabilities are litigated, settled or reduced to judgment; provided that the foregoing indemnity does not apply to liability for any damage or expense for death or bodily injury to persons or damage to property to the extent arising from the sole negligence or willful misconduct of the City of Sacramento, its agents, servants, or independent contractors who are directly responsible to the City of Sacramento, except when such agents, servants, or independent contractors are under the direct supervision and control of myself.
4. I have read section 1542 of the California Civil Code, set out below.

"A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor."

I waive and release any and all rights or claims that I may have under section 1542 of the California Civil Code as now worded and as hereafter amended. I understand and acknowledge that the significance and consequence of this waiver of section 1542 of the California Civil Code is that even if I should eventually suffer additional damages arising out of my participation in the Magnet Academy I will not be permitted to make any claim for those damages. Furthermore, I acknowledge that I intend these consequences even as to claims for injury and/or damages that may exist as of the date of this release but which I do not know exist, and which, if known, would materially affect my decision to execute this release, regardless of whether my lack of knowledge is the result of ignorance, oversight, error, negligence, or any other cause.

5. Severability. If any portion of this waiver and release of liability, hold harmless, covenant not to sue, or the application thereof to any person or circumstance shall be held invalid or unenforceable, the remainder of this agreement shall not be affected thereby and shall be enforced to the greatest extent permitted by law.
6. I further represent and warrant that I am eighteen (18) years of age or older as of the date this form is signed*

*Those persons under 18 years of age must have their custodial parent or legal guardian sign this form, along with the minor's signature. No minor will be allowed to participate in the Sacramento Police Magnet Academy unless this form, properly signed, has been filed with the City of Sacramento.

Student Signature: _____ Date: _____

I, (Print first and last name) _____ am the parent or legal guardian of the above participant who is a minor, and voluntarily allow the minor to participate in the Sacramento Police Magnet Academy. I have carefully read this waiver and release of liability, hold harmless and indemnity agreement, and covenant not to sue, and fully understand its contents. It is understood that this is an agreement between the minor, me, and the City of Sacramento, and that the signatures have been given voluntarily. By executing this agreement, I agree to its terms and conditions on behalf of myself and on behalf of the minor.

Parent or Legal Guardian Signature:

**CITY OF SACRAMENTO POLICE DEPARTMENT
MEDIA RELEASE FORM**

I, _____, grant permission to The Sacramento City Police Department, the Sacramento Criminal Justice and Community Services Academy, also known as The Magnet Academy, the Sacramento City Unified School District, its agents and/or affiliates, to use my name, photographs, videos, audio recordings or any other audio or video medium for use in The Sacramento Police Department's Criminal Justice and Community Services Academy publications such as recruiting brochures, newsletters, and magazines, and to use my name and/or photographs on display boards, and to use my name and/or photographs in electronic versions of the same publications or on the Sacramento Police Department's Criminal Justice and Community Services Academy, also known as SPD Criminal Justice Academy, web site or other electronic forms or media.

I hereby waive any right to inspect or approve the finished photographs or printed or electronic matter that may be used in conjunction with them now or in the future, whether that use is known to me or unknown, and I waive any right to royalties or other compensation arising from or related to the use of the photograph or any other image.

I hereby agree to release, defend, and hold harmless The Sacramento Police Department, the Sacramento Criminal Justice and Community Services Academy, also known as the Magnet Academy, the Sacramento City Unified School District, its agents and/or affiliates, including any firm publishing and/or distributing the finished product in whole or in part, whether on paper or via electronic media, from and against any claim, damages or liability arising from or related to the use of the photographs, including by not limited to any misuse, distortion, blurring, alteration, optical illusion or use in composite form, either intentionally or otherwise, that may occur or be produced in taking, processing, reduction or production of the finished product, its publication or distribution.

Please check the paragraph below which is applicable to your present situation:

_____ I am 18 years of age or older and I am competent to contract in my own name. I have read this release before signing below, and I fully understand the contents, meaning and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing, and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

_____ I am the parent or legal guardian of the below named child. I have read this release before signing below, and I fully understand the contents, meaning and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing, and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Name (Please Print): _____

Date: _____

Address: _____

Signature: _____

Signature of parent or legal guardian
(If under 18 years of age): _____



CODE OF CONDUCT AGREEMENT

Each Magnet Cadet is expected to subscribe to the principles embodied in this Code of Conduct and to abide by them. Failing to do so will constitute an Honor Violation. As with anything in life, there are consequences for such violations.

As a Magnet Cadet in the McClatchy Criminal Justice Academy, my fundamental duty is to serve our community and respect the Constitutional rights of all people.

I will keep my private life unsullied as an example to all; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed, in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my Department.

I will never permit my personal feelings, prejudices, animosities, or friendship to influence my decisions. I will do my duties courteously and appropriately, without fear or favor, malice or ill will, and never accept gratuities.

I recognize the uniform of the Criminal Justice Academy as a symbol of public faith, and I accept it as a sign of public trust. I am proud of what our nation stands for and will hold these principles above all else.

I hereby receive and understand.

Magnet Cadet Signature

Date