

	POLICY & PROCEDURE	SERIES # 1132	PAGE 1 OF 2
	<p style="text-align: center;"><b>POLICE CADETS</b></p>		EFFECTIVE DATE <b>08/30/11</b>
			OVERSIGHT <b>Operations</b>
	DISTRIBUTION <b>ALL MANUALS</b>	AMENDS/SUPERSEDES/CANCELS P&P #1132 dated 04/30/01.	

I. PURPOSE:

The purpose of this policy is to establish the functions, duties, and responsibilities of the Police Cadet program.

II. POLICY:

The Police Cadet program has been established as a line function and is specifically designed to assist field operations. The Police Cadet's function will be to relieve the patrol officer from minor types of service calls that do not require the attention of a sworn police officer. Cadets shall not perform duties requiring sworn police authority.

III. PROCEDURE:

- A. Police Cadets will be required to be in full uniform while on duty. The uniform will be specified by the Chief of Police and will clearly distinguish them from sworn officers.
- B. Police Cadets will be assigned to police vehicles that are equipped with emergency equipment (emergency lights and siren).
- C. Police Cadets will provide only non-emergency services and will be required to observe all traffic laws when responding to calls-for-service.
- D. Police Cadets may activate emergency equipment, (emergency lights and siren) when necessary for a funeral escort or when needed for traffic direction.
- E. The Police Cadet program will be the responsibility of the Commander of Operations.
- F. Police Cadets will receive their day to day supervision for the Operations Shift Supervisors. They are required to follow the same Rules and Regulations and be guided by the same Policies and Procedures as sworn officers.
- G. Police Cadets shall receive training in their assigned duties through a Cadet Field Training Program coordinated by the Training Unit.

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APPROVED:  
CHIEF OF POLICE



H. Duties and Responsibilities: Police Cadets will be responsible for responding to and investigating minor police tasks. The following tasks will be assigned to Police Cadets.

1. Funeral escorts
2. Report writing:
  - a. Minor incident
  - b. Private property/parking lot, non-state reportable accidents.
3. Directing Traffic:
  - a. Accidents
  - b. Schools
  - c. Coliseum
  - d. Special Events
4. Transporting and setting up the speed generator as directed by a supervisor
5. Motorist assistance
6. Lost child
7. Issue parking tickets
8. Impound found property
9. Vehicle transport for maintenance, radio installation, etc.
10. Message delivery (other than death notifications)
11. Transporting and setting up portable light towers
12. Flag detail

