

**Central Carolina Community College**  
**Basic Law Enforcement Training**  
CADET GUIDE & STUDENT RULES AND REGULATIONS

GOVERNING AUTHORITY: NC Administrative Code Title 12, Chapter 9.

**ATTENDANCE**

12 NCAC 9B.404(a)  
12 NCAC 10B.0506(a)

Students are required to attend **ALL** classes during scheduled hours. Permission to deviate from the training schedule will be limited to emergency situations and must be pre-approved by the Basic Law Enforcement Training School Director (school director). Students are required to make up all absences to the minute under the supervision of the school director. Opportunities for make-up are extremely limited.

**Habitual absence/tardiness will result in the student being terminated from the program.**

Personal business will be conducted during the student's time off, and not during scheduled class time. An attendance record will be maintained on each student. Each occasion of tardiness or absence will be noted by the training staff and recorded by the school director. This record will be accurately maintained and must be cleared before a student will be allowed to sit for the State Comprehensive Examination. **Each tardy event must be made up and will include one penalty hour added on top of the time missed. Two (2) tardy events will be considered habitual and a third tardy will result in dismissal from the program unless exigent circumstances exist as determined by the school supervisor. The School Director may elect to terminate a student for excessive absences even when the Commission's "5%" rule has not been met.**

The student on a Complete Attendance Verification form must record each absence/tardy. Failure by the student to record each absence/tardy will be considered an attempt to falsify records. The school director must sign prior approval for an absence/tardy.

Basic Law Enforcement Training (BLET) is a program of the Criminal Justice Department at Central Carolina Community College. **Participants are enrolled students, and as such, are required to fully participate in all BLET/Criminal Justice activities as directed by the School Director.**

Consistent or chronic lack of participation in any physical or practical exercise can result in the instructor marking the student absent from instruction. **Such actions could result in dismissal from the program.**

**ILLNESS-EMERGENCY REPORTING PROCEDURE**

In the event that the student is unable to attend class, he/she must call the BLET Director one-hour prior to class. The student must state the reason for absence. The voice mail is time and date stamped. **The current telephone number to call is (919) 777-7774**

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**VACATION AND LEAVE**

There will be no allowance for vacation or leave time for any student enrolled in the Basic Law Enforcement Training School (BLET).

**COURT ATTENDANCE**

Students are to notify the school supervisor, three (3) days prior to scheduled court appearances. Students are encouraged to work with the court liaison officer, District Attorney's office, attorney or other appropriate personnel to arrange court dates/times so as to cause as little interference as possible with the student's participation in B.L.E.T. If a cadet is required to attend court, he/she must provide a subpoena or court record of attendance upon return if available.

**MILITARY LEAVE**

Students who are members of military Reserves or National Guard units are expected to seek a deferment for participating in regularly scheduled duty time. The military is usually very obliging in this matter, and is very supportive of its members attending Basic Law Enforcement Training.

If a student is activated during the course of a BLET delivery, the Criminal Justice Standards Division will normally credit the student with all work completed up to the point of the student's withdrawal from the BLET class. The student may re-enroll in a subsequent BLET delivery. He or she will then be required to complete only the topical areas not previously completed. If this occurs the cadet must provide a copy of their military orders to the school director for record.

**EMERGENCY ABSENCES**

Emergency absences are defined as absences for which the student has no prior knowledge. Examples include: a car accident, illness, or a death in family, etc. Students are required to call the school supervisor as soon as possible after the emergency. Students **must** complete a Complete Attendance Verification form **immediately** upon return to class and submit it to the class supervisor.

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**INCLEMENT WEATHER**

The B.L.E.T. class adheres to the guidelines for school closing in the event of inclement weather. Area television and radio stations will be notified of delays and cancellations. When day classes are cancelled, students do not report to class. Day classes will be delayed on a limited basis. The announcement of when the College will be open will be given to the media by 6 a.m. Students should report at the announced time. When evening classes are cancelled, students do not report to class. Evening classes will not be delayed. They will be cancelled or held as scheduled. In the event classes are cancelled, the most likely scenario for making up the day(s) missed would be to hold class on the weekend immediately following the missed class(es) or utilizing an available make-up day. If a class is delayed by one or two hours, the class will then be extended by the appropriate time on the same day as the delay occurs.

**MAKING UP MISSED TIME/WORK**

Make-up work is assigned and documented by the class instructor, and is completed under the supervision of the class supervisor. Make-up work will be completed on a timely basis.

**COMPLETION OF MAKE-UP WORK IS THE RESPONSIBILITY OF THE STUDENT, NOT THE FACULTY OR STAFF. FAILURE TO TURN IN MAKE-UP ASSIGNMENTS, WITH COMPLETED COMPLETE ATTENDANCE VERIFICATION FORM, WILL RESULT IN A DEFICIENCY FOR THAT BLOCK OF INSTRUCTION.**

**FACILITIES AND EQUIPMENT**

The offices of CCCC are for business purposes only. Students are not permitted to loiter in or around the offices. **No food or beverages will be permitted in classes unless approved by the School Director.** **Tobacco products are not permitted on the CCCC campus.**

**EQUIPMENT AND SUPPLIES**

All equipment, gear and supplies made available for use by the student will be properly maintained, cared for, and cleaned. The loss or damage of any such items will result in the withholding of all student records, certificates and awards until such items are returned or provision is made to replace it.

**ELIGIBILITY REQUIREMENTS**

- All students must have completed the oral and written aspects of the BLET admissions process thoroughly and **truthfully**.
- Any student or applicant, who knowingly omits information or falsifies any document or any school-related form, will be **immediately** terminated from the BLET.
- To be eligible to enter and **remain** in this BLET, a student must meet the minimum standards of employment as a sworn law enforcement officer in this state.
- All students **must** submit to Psychological Assessment Evaluation, Drug Screening, or Blood Alcohol Test in the event the School Director deems such tests necessary.

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ANY STUDENT REFUSING TO SUBMIT TO A PSYCHOLOGICAL ASSESSMENT, DRUG SCREENING TEST, OR BLOOD ALCOHOL TEST WILL BE IMMEDIATELY TERMINATED FROM THIS BLET. **THESE TESTS WILL BE AT THE STUDENT'S EXPENSE.**

## **PERSONAL CONDUCT AND APPEARANCE**

### **Profanity**

The use of any profane, obscene, vulgar language or gestures will not be tolerated. Such behavior directed at any fellow student or staff member will result in termination from BLET.

### **Threats or Intimidation**

Any threatening or intimidating language or gestures made toward any classmate or staff member will not be tolerated. Any such behavior will result in termination from BLET.

### **Instructor/staff Courtesy**

- All instructors are to be considered as academy staff and will be afforded full courtesy and respect. Instructors will be addressed by their **last** names, and the appropriate title will be used (such as, "Captain Smith," "Officer Jones," "Mr. Small, " "Deputy Carter," etc.)
- Staff members will not be challenged. Any student showing disrespect to staff will be asked to report to the school director, immediately if possible, or before class the following day. The student will be responsible for making up any time away from class **if not terminated from BLET. Students will take problems to the director and not to other Staff members of CCCC.**
- All cadets will come to the position of attention when any instructor, staff member, or any unknown person enters the area. While in a hallway or any confined space, all cadets will allow an instructor or staff member have the right of way and will greet them with respect. (i.e. "Good Morning ma'am, Good after sir, etc.")

### **Appearance/Dress**

**Students will have uniform and grooming standard and periodic inspections by the director.**

- Students will attend class in neat, clean, pressed BLET uniforms.
- The uniform cap is a part of the uniform and will be worn at all times outdoors, except for Physical Fitness Training and at other times excused from doing so by the director. Caps will **NEVER** be worn inside. Caps will **NEVER** be worn backwards.
- The class uniform will **NEVER** be worn while consuming alcoholic beverages, or at any establishment whose main purpose is the sale of such beverages.
- All cadets wear black boots that will be required to be polished during the BLET course

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**GROOMING- MALES**

No visible piercings (even if covered on any part of the facial area) or beards are allowed during BLET. Mustaches must not extend beyond or below the upper lip line. Hair must be OFF the collar and the ears, with sideburns not below mid-ear. No ponytails, rat-tails, etc. are allowed. Students must be clean-shaven **daily**. Any jewelry must be worn in moderation. No neck chains/necklaces will show at collar opening.

**GROOMING- FEMALES**

Females must restrain long or shoulder length hair during physical training, defensive tactics or during any practical exercise. The hair must be worn as to allow for the proper positioning of the uniform cap. No long, dangling earrings are allowed but no visible piercings, other than described, (even if covered on any part of the facial area) will be worn during BLET. Jewelry must be worn in moderation. No necklaces will show at the collar opening.

**ANY STUDENT WHO PRESENTS HIM/HERSELF INAPPROPRIATELY GROOMED OR CLOTHED WILL BE SUBJECT TO BE SENT HOME TO CHANGE. ANY TIME MISSED WILL BE MADE UP IN ITS ENTIRETY.**

**TATTOOS OR SCARIFICATION**

Basic Law Enforcement Training students are prohibited to display or have exposed any tattoos – permanent or temporary – or scarifications that are extremist, indecent, sexist, racist, or otherwise reflect an unprofessional appearance.

Extremist tattoos or scarifications are those affiliated with, depicting or symbolizing extremist philosophies, organizations or activities. These advocate racial, gender or ethnic hatred or intolerance; advocate, create or engage in illegal discrimination based on race, color, gender, ethnicity, religion or national origin; or advocate violence or other unlawful means of depriving individual rights.

Indecent tattoos or scarifications are those that are grossly offensive to modesty, decency or propriety; shock the moral sense because of their vulgar, profane, filthy or disgusting nature or tendency to incite lustful thought; or tend reasonably to corrupt morals or incite libidinous thoughts; advocate, support or depict criminal behavior, drug usage or nudity.

Sexist tattoos or scarifications are those that advocate a philosophy that degrades or demeans a person based on gender, but may not meet the same definition of “indecent.”

Racist tattoos or scarifications are those that advocate a philosophy that degrades or demeans a person based on race, ethnicity or national origin.

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Unprofessional tattoos or scarifications are those that demand attention because of size, location, design or theme; compromise the good name and reputation of this program or the law enforcement profession; or otherwise prevent a person from dealing effectively with the public.

**BODY PIERCING**

Basic Law Enforcement Training students are prohibited to have attached, affixed or display objects, articles, jewelry or ornamentation to or through the skin. The term "skin" is not confined to external tissue, but includes the tongue, lips, inside the mouth and other surfaces of the body not readily visible. The only exceptions are described in the section "Grooming – Females" above.

**ANY OTHER MODIFICATION, ATTACHMENT, ADORNMENT THAT PREVENTS FULL PARTICIPATION AND SUCCESSFUL COMPLETION OF REQUIRED TRAINING WILL NOT BE ALLOWED AND CAN RESULT IN TERMINATION FROM THE PROGRAM.**

**GENERAL RULES AND PROCEDURES**

**Student Conduct Policy**

All students will be expected to abide by the CCCC student conduct policy.

Students are prohibited from using, possessing, selling, manufacturing, purchasing or transporting any alcoholic beverages or controlled substances on the CCCC campus. Students shall not be present on the CCCC campus or any location being used by the B.L.E.T. class having any alcoholic beverages or controlled substances in their system or the odor thereof about their person.

**Usage of Telephones**

- Telephone messages will not be delivered to students during class periods. Students are advised to notify their immediate family of this policy. In the event of an emergency, family members should call CCCC BLET Director or Department Chair @ (919) 777-7774 or (919) 777-7779.
- Students who need to make an emergency call may ask for permission to use a phone or he/she can wait until an instructor can provide a break. These calls should be limited to three (3) minutes or as soon as the business is concluded. Long distance calls must be charged to the student's home number unless the student is calling a sponsoring agency.
- CELLULAR PHONES, PAGERS AND RELATED MODERN ELECTRONIC COMMUNICATION OR TEXT MESSAGING DEVICES ARE **NOT TO BE POSSESSED OR STORED IN THE CLASSROOM.** SUCH DEVICES WILL NOT BE USED, WORN OR CARRIED DURING PRACTICAL EXERCISES, NOR WILL THEY BE POSSESSED INSIDE THE FENCE AT THE DRIVING TRACK OR FIRING RANGE.
- WATCHES HAVING AUDIBLE TONES SHOULD BE DEACTIVATED OR NOT POSSESSED DURING CLASS AT ANY TIME.

**Firearms/weapons**

**NO FIREARMS/WEAPONS WILL BE ALLOWED ON CAMPUS.**

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IT IS STRICTLY PROHIBITED FOR ANY STUDENT / CADET TO BRING A FIREARM OR WEAPON OF ANY KIND TO THIS CAMPUS.

When training proceeds to the point where training weapons (red or blue) are issued to students, they will be treated and maintained as if they were actual weapons. This means that unless you are actively involved in training scenarios the weapon is to remain secured in the assigned holster. Horseplay involving the use of the training weapons will be grounds for disciplinary action.

**ANY SAFETY VIOLATIONS, MISCONDUCT OR HORSEPLAY WITH ANY FIREARM/WEAPON DURING THIS SCHOOL WILL RESULT IN TERMINATION.**

**Parking**

Students will park in designated lots as instructed by CCCC and / or the CCCC Emergency Services Training Center (ESTC) Staff.

**Student Insurance**

Student insurance is included with registration in the BLET. If a student is injured during any activity during school time, it is his/her responsibility to report the injury to the supervisor or instructor IMMEDIATELY. Completion of all insurance forms is the responsibility of the student. If the student does not complete appropriate forms promptly, the insurance company could refuse payment. Students who are hired must also notify the employing agency immediately of any injury.

**COURSE REQUIREMENTS**

**Tests – Classroom**

A written test will be administered for each topical area. **Seventy percent (70%) will be the minimum passing score on all written tests**, unless otherwise stated. A maximum time limit of one (1) minute per test question will be given during written testing. Example: A maximum of 30 minutes for 30 questions, 50 minutes for 50 questions, etc.

**Retest:** Only one (1) retest will be given **per topical area**. **The minimum passing score on all retests is 70%**. For GPA purposes the recorded score for successfully passed retests is 70%. Failure of a retest will result in a deficiency in that topical area.

NO STUDENT CAN SIT FOR THE STATE EXAM UPON THE CONCLUSION OF THE SCHOOL IF HE/SHE HAS A DEFICIENCY IN **ANY** TOPICAL AREA!

**Deficiencies:** A deficiency occurs when a student:

- Fails a test in a topical area and also fails the retest for that topical area.
- Fails to pass any required practical skill.
- Scores below 70% on any firearm qualification course.
- Misses too much of the required time during “standard” blocks of instruction
- Misses any of the required time during “specialized” blocks of instruction

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- Fails to make up any missed class time or topical area test.

There is no retest for a fifth failed topical test. **ANY STUDENT FAILING FIVE (5) TOPICAL TESTS WILL BE IMMEDIATELY TERMINATED FROM THIS SCHOOL.**

**A STUDENT WILL BE TERMINATED FROM THE CLASS UPON RECEIVING THREE DEFICIENCIES.** The student with up to two deficiencies can be scheduled to attend a subsequent BLET to retake the topical area or areas in which he/she was deficient. Upon the successful completion of that area or areas, he/she can then sit for the State Comprehensive Examination.

### **Tests-Practical**

Students must satisfactorily demonstrate learned skills in all practical skill areas.

**THERE WILL BE NO MAKE-UP TIME FOR ABSENCES DURING ANY PRACTICAL SKILLS AREA. ANY STUDENT ABSENT FOR ANY PORTION OF THE PRACTICAL TRAINING SESSIONS WILL BE DEFICIENT IN THAT AREA. ALL PRACTICAL SKILLS ARE EVALUATED. SUCH SKILLS ARE GRADED ON A PASS/FAIL BASIS.**

### **Firearms Training**

All students are required to participate in the entire Firearms Training program. A minimum score of 70% must be fired in two out of three qualifying attempts on all mandatory courses of fire.

All students must score a minimum of 70% on a written exam to be given after classroom training on the fundamental of firearms, safe handling of weapons and safety on the range, before being allowed to participate in the practical training on the firing range. NO student will be allowed to advance to the practical firearms range activities if these requirements are not met.

All students must successfully complete a day and night combat firing course.

Failure to qualify on any course of fire will result in a deficiency in Firearms Training. The Commission allows up to four hours of remedial firearms training.

As necessary, the ESTC has the capability of furnishing handguns and duty gear for all BLET students. Students may elect to use their sponsoring / hiring agency supplied firearm and gear, subject to the following provisions.

Handguns will be semi-automatic, 9mm, .40 or .45 caliber. All handguns must be duty type and must be approved by the school director. There will be NO Sharing of handguns. Students utilizing handguns furnished by their hiring/sponsoring agencies, may be responsible for providing their own duty type gear. A minimum of two magazines and a magazine carrier will be required and must be provided by the student. Hearing and eye protection, handgun and shotgun ammunition, as well as duty type 12 gauge, pump action shotguns are provided by the training staff.

The school director, prior to the beginning of Firearms Training, must approve any exception to the above weapons and ammunition restrictions.



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There will be NO MAKE-UP DATES set for Firearms Training. All students will be required to be present, on time, and appropriately dressed (the instructor and/or class supervisor will explain appropriate dress). Students will report to the firing range with ALL necessary weapons, ammunition, equipment and gear, or will be considered absent from class.

Any student who is deficient in Firearms training hours will have to repeat the training in a subsequent BLEET course delivery before being allowed to take the State Exam.

It is extremely important that firing range activities be very structured and that strict discipline be maintained. No horseplay will be tolerated. No instructor will be challenged, undermined or questioned by any student on the firing line. All problems, questions or complaints will be brought to the attention of the lead firearms instructor after the firing sequence is completed and the student has been dismissed from the line. **If it is determined by two or more of the instructors that a student has exhibited numerous safety violations and allowing the student to remain on the range could place other students and/or instructors in danger, that student will be sent home and receive a deficiency for that topical area.** The lead firearms instructor and the school director have the final word in all matters concerning the training at the range.

### **Subject Control/Arrest Techniques**

All students must be physically able to **actively** participate in the subject control training. All students must show an adequate level of proficiency in the techniques presented. Students must also score at least 70% on a written exam in order to pass Subject Control/Arrest Techniques.

The ability to physically perform the various techniques is the purpose of this training, and is the criteria for the evaluation of proficiency by the instructor. All students must, therefore, report for class physically able to participate to be considered present.

Subject Control/Arrest Techniques takes place in a “controlled environment.” No horseplay will be tolerated. Students will perform only the techniques demonstrated, when they are told to perform them.

Only appropriate footwear will be allowed. NO jewelry will be worn during mat training. The class supervisor will explain appropriate dress. Nametags will not be worn.

A student who violates safety rules, or who in any way jeopardizes the safety and well-being of any other recruit or instructor, will be immediately removed and disciplinary action taken.

A student who is injured and/or sick and requires medical attention will not be allowed to participate in strenuous activities until released in writing by his/her doctor. If a student is incapacitated by injury and/or illness and is unable to adequately physically perform the techniques on the mats, that student will be deficient in Subject Control/Arrest Techniques and have to retake it in a subsequent BLEET course delivery before being allowed to take the State Exam.

All students are required to **immediately** report any injuries to the instructor.

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**Physical Fitness Training**

All students are required to actively participate in all Physical Fitness Training activities to the best of their abilities. All students must pass all parts of the Police Officer Physical Ability Test (POPAT). The POPAT course must be successfully completed and documented by the last assessment day of the Physical Training program or the student will be deficient in that area and must retake it in a subsequent BLET course delivery or pass a retest within 120 days before being allowed to take the State Comprehensive Examination.

All students are required to complete a physical assessment at the beginning, the midway point, and at the end of the Physical Training course delivery. This assessment includes the following areas: body weight; body fat; flexibility; heart rate; and blood pressure; aerobic fitness; upper and lower body strength; dynamic strength (maximum number of sit-ups in one minute.)

Make-up time for Physical Training will be very limited. Excessive tardiness or absences will NOT be tolerated. Any student who is deficient in attendance time at the end of the Physical Training block will be deficient in that area and must retake it in a subsequent Basic Law Enforcement Training course delivery before being allowed to take the State Exam

All students, to be considered present for class, will report for class physically able to participate and properly attired in their gym uniform, including appropriate footwear. Students must wear gym shorts underneath long sweatpants during physical assessments, if long sweatpants are worn at the time

All students MUST shower after Physical Training when required to attend a class directly afterwards. Failure to do so will result in a deficiency or termination from the program.

Any student who is injured and/or sick and requires medical attention will not be allowed to participate in strenuous activities until released in writing by his/her doctor. All students are required to report all injuries to the instructor **immediately**.

If a student is incapacitated by injury/or illness and unable to adequately physically participate in the Physical Training activities, that student will be deficient in that area and will have to retake it in a subsequent Basic Law Enforcement Training course delivery before being allowed to take the State Exam.

The Physical Training program will include running, aerobics training, calisthenics and weight training. All students are required to participate to the best of their ability in all approved activities. Any student who is unwilling to fully participate, or who refuses to participate in any approved physical training activity will be dismissed from class by the instructor and considered absent from class.

Consistent or chronic lack of participation in any physical or practical exercise can result in the school director marking the student absent from instruction. Such actions could result in dismissal from the program as described under the Commission's 5% rule.

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**GENERAL**

**Sleeping in Class**

Sleeping, (dozing, nodding off, etc.) in class will not be tolerated. **Habitually (means more than two (2) occasions) sleeping in class will result in the student being terminated from the program.** Students are prohibited from standing or moving around in the classroom as a means of staying awake. Students are encouraged to keep themselves hydrated. Students who find they cannot remain attentive during class should consult with a physician.

Students must use good sitting posture in the classroom, and avoid slouching or lounging in the seats. Students will *usually* be given a 10-minute break after every 50 minutes of class.

**Cheating, Lying, Stealing**

**Any student caught lying, stealing, or cheating will be immediately terminated from this school.**

**Injuries/Illness**

Each student is responsible for reporting all personal injuries (occurring on duty, off duty, or during class) to the instructor and the school supervisor immediately after it occurs. The school supervisor will assist the student in obtaining medical assistance as required. Depending on the nature of the injury, it may be recommended that the student enroll in a subsequent delivery of the BLET. Failure to do so can result in immediate termination and loss of insurance coverage.

The BLET program consists of 37 topical areas, some of which may expose the student to mental and physical stressors, and at times, heavy physical exertion. Activities exposing students to potentially harmful conditions include, but are not limited to, the following:

- Physical fitness training
- Subject control
- Firearms training
- Driver training
- First responder
- Domestic violence response
- Vehicle stops
- Explosives
- Hazardous materials
- Crowd control
- Rapid Deployment
- Patrol techniques

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It is the responsibility of the student to notify the school director of any change in physical condition that could impact the student's safety or performance in any area of the Basic Law Enforcement Program (i.e. significant change in blood pressure, diabetes, vision, pregnancy, chronic pain or injury, etc.). At the discretion of the director, the student may be required to be examined by a physician in order to insure your initial waiver/release status is unchanged. Failure to comply can result in immediate removal from the Program.

A student's participation in BLET reflects his or her understanding of the demands of the program. By signing the "Acknowledgment of Student Rules and Regulations," students agree to hold Central Carolina Community College and its employees harmless in any accidents and/or medical situations that may arise during this course.

### **Medical Assistance**

Minor first aid for students will be self-administered. The CCCC staff will assist students with obtaining medical care for major medical problems but the school director, CCCC ESTC Staff or Instructors will call 911 for EMS personnel to respond to the medical emergency.

### **Inquiries from Third Party**

No inquiries from a third party will be entertained (parents, spouses, family members, friends, etc.). In the School Director's discretion, and in accordance with legal guidelines, matters relating to a student's attendance or performance in BLET may be discussed with the student's sponsoring agency.

### **Withdrawal of Agency Sponsorship**

IF THE ORIGINAL SPONSORING AGENCY WITHDRAWS ITS SPONSORSHIP DURING THE BLET THE STUDENT WILL BE TERMINATED IMMEDIATELY.

### **"Ride-Along" Program**

No student will be allowed to "ride along" with any law enforcement agency during the BLET, unless required to do so by the employing or sponsoring agency. All such requests must be in writing from the agency head to the School Director for consideration for approval.

### **Public Display of Affection**

Public displays of affection are prohibited. Displays of affection include, but are not limited to; kissing, hand holding, caressing, and hugging. This prohibition is gender-neutral.

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### **Sexual Harassment**

Students of the BLET are prohibited from making any unsolicited advances, verbal or physical, or sexually suggestive gestures toward any classmates, staff or any individuals. This prohibition is gender-neutral.

Reports of sexual harassment will result in an immediate investigation by the School Director. Any substantiated allegations will result in the IMMEDIATE termination of the involved student/students from this BLET.

### **Disciplinary Assignments**

The School Director or Qualified Assistant has the authority to give disciplinary assignments for violations of any of the rules, regulations, or standards of professional behavior as given during orientation.

Disciplinary assignments may include, but are not limited to, push-ups or written essays and are given with the knowledge and approval of the School Director. Written assignments, as written reprimands become part of the student's permanent file.

### **Insubordination**

Any student who is insubordinate, meaning he/she will not submit to the authority of a superior in the chain-of-command for this BLET, to wit: School Director, Qualified Assistant, or any academy staff member in charge of the class, will be subject to removal from this school.

Insubordination will include rebellious and factious behavior. **Rebellious** implies open defiance of, or the disobedience to the authority under which you are subject. **Factious** describes the promotion of divisiveness, dissension, or disunity within the group. **A student whose behavior is found to be insubordinate, rebellious, or factious will be terminated from this school.**

### **CLASS/PLATOON LEADER AND SQUAD LEADERS**

The School Director or Qualified Assistant will designate one student as "Class Leader" (also referred to as "Platoon Leader"). The Class Leader's duties include, but are not limited to, the following:

- Conducting personnel inspections of BLET students
- Maintain proper flow of information between students and the School Director
- Assist with various logistical issues
- Assist instructors as needed
- Call BLET class to formation when directed, or when otherwise appropriate
- Maintain orderly classroom environment

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- Encourage teamwork
- Assist CCCC Staff with a variety of tasks, as directed
  
- Make recommendations to School Director or Qualified Assistant

The BLET class may be divided into two or more squads depending on the class size. Each squad will have a person designated as “Squad Leader.” Squad Leaders will promote teamwork and address personnel issues within their respective squads. Squad Leaders will report to the Class Leader, and will perform tasks as directed by the Class Leader and Class Supervisor.

## **LAW ENFORCEMENT OATH OF HONOR**

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On my honor,  
I will never betray my badge,  
my integrity, my character,  
or the public trust.  
I will always have the courage  
to hold myself and others  
accountable for our actions.  
I will always uphold the  
Constitution,  
the community,  
and the agency I serve,  
so help me God.

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Before a Law Enforcement Officer takes upon themselves the “LAW ENFORCEMENT OATH OF HONOR,” it is vital that they understand what it truly means. An oath is a solemn pledge someone voluntarily makes when they sincerely intend to do what they say. The key words in the “LAW ENFORCEMENT OATH OF HONOR” are defined thusly:

- **HONOR** means giving one’s word as a bond and guarantee.
- **BETRAY** is defined as breaking faith and proving false.
- The **BADGE** is a visible symbol of the power of your office.
- **INTEGRITY** is firm adherence to principles, both in our private and public life.
- **CHARACTER** means the qualities and standards of behavior that distinguish an individual.
- The **PUBLIC TRUST** is a duty imposed in faith to those we are sworn to serve.
- **COURAGE** is having the “heart,” the mental, and the moral strength to venture, persevere, withstand, and overcome danger, difficulty, and fear.
- **ACCOUNTABILITY** means that we are answerable and responsible for our actions.
- **COMMUNITY** is the municipalities, neighborhoods, and citizens we serve.



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CADET GUIDE & STUDENT RULES AND REGULATIONS

## **STANDARDS PERTAINING TO PROFESSIONAL BEHAVIOR**

### **BASIC LAW ENFORCEMENT TRAINING**

I hereby acknowledge that I will not take part in any petty complaints, or criticisms of my classmates, instructors, or this program. I recognize that the training in which I am involved requires maturity on my part and an adult approach to learning. I will refrain from immature behavior, and I will not condone such behavior from any of my classmates.

I acknowledge my classmates as my comrades and my peers, and that I am but one part of this unit. I will be ever conscious of the weaknesses and needs of the others, for my goal is to be a successful member of the BLET class.

I fully recognize the nature and standards of the CCCC BLET class and I will abide by the rules of conduct placed upon me. I will never be the cause of any dissention in the ranks, nor will I show any disrespect for my instructors or supervisors.

I will never do anything to compromise the good name and reputation of this program or the law enforcement profession. I realize that the BLET uniform that I wear bears witness to all who see it that I am a proud representative of this program and aspire to become a Law Enforcement Officer.

To violate these standards is to violate a trust and as such will be viewed as a serious disciplinary matter to be dealt with swiftly and appropriately within the boundaries of the Rules and Regulations that I have agreed to uphold.

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*ACKNOWLEDGMENT OF  
STUDENT RULES AND REGULATIONS*

*AND*

*STANDARDS PERTAINING TO PROFESSIONAL BEHAVIOR*

A copy of the BLET Cadet Student Rules Regulations were given to me at orientation. I have also received a copy of the Law Enforcement Oath of Honor. They have been read to me and explained in detail. I fully understand them, and I agree to abide by them. I understand that failure to do so will result in my immediate termination from Central Carolina Community College Basic Law Enforcement Training School.

Name: (Signed) \_\_\_\_\_

Date signed: \_\_\_\_\_

Name: (Printed) \_\_\_\_\_