

REGIONAL POLICE ACADEMY MEMORANDUM NO. 18-2

SUBJECT: ACADEMY PERFORMANCE STANDARDS

RESCINDS: REGIONAL POLICE ACADEMY MEMORANDUM NO. 12-2

I. INTRODUCTION

- A. Adequate exposure to essential topics and performance evaluations are necessary in training and educational programs.
- B. This memorandum identifies the academic and performance standards used by the Regional Police Academy to evaluate entrant officers, and the procedures to administer the Academy's standards.

II. MISSOURI PEACE OFFICER STANDARDS AND TRAINING

- A. The minimum requirement set by the State of Missouri Peace Officer Standards and Training Program (POST) for certification is a cumulative grade average of 70% for all written tests and completion of all instruction and performance tests to the satisfaction of the Regional Police Academy Director (Training Center Director). Entrant officers can miss no more than 5% of the total POST certified instructional hours. Hours missed above 5% of the total POST certified instructional hours must be made up, hour for hour, to the satisfaction of the Training Center Director.
- B. As permitted by state law, the Regional Police Academy has set standards higher than POST standards for graduation and certification.

III. REGIONAL POLICE ACADEMY STANDARDS

- A. Entrant officers attending the Regional Police Academy must achieve a minimum grade of 70% on each written test; a minimum qualification score of 75% in all firearms training; completion of all instruction and practical applications; pass all performance tests to the satisfaction of the Training Center Director; and not be absent more than 5% of the total Training Center instructional hours.
- B. POST rules stipulate that all missed instructional hours above 5% of the POST certified instructional hours must be made up by the entrant officer to the satisfaction of the Training Center Director. In cases where the total instructional hours lost is below 5% but a major block of instruction is missed, the retention of an entrant officer will be decided by the Training Center Director according to the feasibility of scheduling the makeup work.

- C. Entrant officers certified for limited duty by a physician for an off-duty or on-duty injury may attend classroom lecture and be credited with the training hours.

Exception: If Physical Training/Defensive Tactics, Firearms, Patrol Integration Exercises and Situational Training cannot be safely conducted on a limited duty basis, the hours will be deducted from the total instructional hours.

- D. The Training Center Director shall determine whether an entrant officer has satisfactorily passed all reasonable standards and requirements of the prescribed courses of training needed for certification.

IV. WRITTEN AND PERFORMANCE EXAMINATIONS

Entrant officers will be administered written and performance tests over various subjects taught during basic training.

- A. An entrant officer failing to achieve a passing score of 70% on a written test will be allowed to take a remedial test. Retesting of the entrant officer will be completed within two (2) weeks of the initial failure. A score of 70% will be recorded for an entrant officer successfully passing a remedial test regardless of the actual score achieved.
- B. **Failure to achieve a 70% on a remedial test will result in dismissal from the Academy.**
- C. All performance tests shall be judged on a pass or fail basis. An entrant officer must pass all performance tests to satisfactorily complete the course. The determination of pass or fail on any performance test remains with the certified instructor or with the Training Center Director.

V. REMEDIAL TRAINING PROGRAM

- A. An entrant officer failing an original examination will be enrolled in remedial training that consists of a Performance Improvement Plan (PIP) set up by the assigned squad supervisor.
- B. An entrant officer failing a Patrol Integrated Exercise may be enrolled in a PIP at the discretion of their assigned Squad Supervisor. The Squad Supervisor will determine whether the remedial training is mandatory or voluntary.
- C. A PIP will consist of the following:
 - 1. **Tutoring** - The session will consist of reviewing the material covered by the original examination. Tutoring will be conducted by the entrant

officer's assigned Squad Supervisor or instructor of the course, and will be conducted outside regularly scheduled class hours.

2. **Homework Assignments** - The nature of the homework assignments will be left to the discretion of the Squad Supervisor or class instructor contingent upon the subject matter of the class. Quizzes may also be utilized in the remedial training program. Documentation of the homework assignments or quizzes will be maintained in the entrant officer's jacket.
3. **Firearms Training or Physical Training & Defensive Tactics** - An entrant officer in need of remedial firearms or physical training will be enrolled in a PIP administered by the staff of the Firearms Training & Tactics Section or the Physical Training & Defensive Tactics Section.

VI. DISMISSAL FROM REGIONAL POLICE ACADEMY

Dismissal proceedings may be initiated against an entrant officer for the following reasons:

- A. Fails to meet academic standards.
- B. Fails to meet Academy standards on firearms qualifications.
- C. Fails to meet Academy standards on attendance.
- D. Fails to pass all performance tests.
- E. Violation of Academy Rules and Conduct Regulations.

Major Diane Mozzicato
Director
KCPD Regional Police Academy