



<b>Policy Name:</b>	<b>FIELD TRAINING OFFICER PROGRAM</b>		
<b>Policy #:</b>	AD 7.3	<b>Last Updated:</b>	2021-12-09
<b>Issued By:</b>	SUPPORT SERVICES BUREAU	<b>Approved By:</b>	SURREY POLICE BOARD
		<b>Review Frequency:</b>	AS REQUIRED

**RELATED POLICIES**

AD 3.3 Recruitment – Sworn Police Officers

**1. PURPOSE**

1.1. The purpose of this policy is to ensure Surrey Police Service (SPS) policies respecting Field Training Officer (FTO) training meet all requirements in the BC Provincial Policing Standards (BCPPS).

**2. SCOPE**

2.1. This policy applies to all SPS Members.

**3. POLICY**

3.1 SPS requires all newly hired Members, other than Exempt Candidates and Experienced Applicants, to complete Block I, Block II and Block III of the Police Recruit Training Program at the Justice Institute of British Columbia (JIBC) Police Academy, prior to any field assignments, except as part of a formal Field Training program.

3.2 Established under the authority of the BCPPS, the Deputy Chief, Support Services Bureau will ensure the facilitation of a mandatory FTO Program for SPS Police Recruits during their Block II practicum.

3.3 The JIBC Police Academy *Recruit Training Block II Field Training Manual* outlines the assessment process and the required documentation for the Recruit Training Program Block II Field Training component. The *Field Training Manual* includes assessment guidelines, responsibilities of both Police Recruits and FTOs, and information on assignments that must be completed during Block II. Recruits are assessed according to the Police Sector Council National Framework of Competencies, in compliance with the requirements from Police Services Division.

3.4 The FTO Program will establish performance objectives and the evaluation of SPS Police Recruits during their Block II practicum.

**Field Trainers**

3.5 Members must have previously successfully completed the JIBC Field Trainers Course, before being qualified as an FTO.

3.6 FTOs must currently be assigned to the Community Policing Bureau and possess strong coaching, mentoring and supervisory skills necessary for continuing the development of a Police Recruit.

3.7 In exigent circumstances, where an FTO is unavailable,, a Block II Police Recruit may be trained by a First Class Constable..

**4. PROCEDURE**

4.1. The Recruiting Section will manage implementation of the FTO program.

**Field Trainers**

4.2. The Superintendent, Community Policing Bureau, with support from the Recruiting Section, will ensure sufficient FTOs are available to support Police Recruits in training and identify when additional FTOs are required.

4.3. From time-to-time, the Leadership Development Section will notify Members of a pending JIBC Field Trainer's course. Interested Members must complete a Course/Training Application Form (AD-7401), signed by their Supervisor, and submitted to the Leadership Development Training Section.

4.4. In performing their field training duties, FTOs must comply with the JIBC's *Guidelines for Recruit Field Training Program* and as otherwise instructed by the FTO Program Coordinator or designate.

4.5. An FTO must not be designated as a Respondent or Subject Officer in any ongoing Internal Discipline or *Police Act* investigation.

4.6. The FTO Program Coordinator or designate will implement a performance evaluation program of SPS FTOs.

## APPENDIX A: DEFINITIONS

"Certified Constable" means a Member appointed under the *Police Act* who is certified by the Director of the Police Academy to have:

- 1) Successfully completed the Police Recruit Training Program (blocks 1-4), or
- 2) Been exempted from blocks 1-3 of the Police Recruit Training Program and successfully completed block 4 of the Police Recruit Training Program.

"Director of the Police Academy" means the person employed to administer the Police Academy and to ensure that the training of recruits, Qualified and Certified Constables complies with the standards set by the Director of Police Services under section 40(1)(a.1) of the *Police Act*.

"Director of Police Services" means British Columbia's Director of Police Services referred to in section 39(1) of the *Police Act*.

"Exempt Member" means a person whose previous policing experience does not meet the conditions for appointment as an Experienced Applicant and may be appointed by the Police Board if the person successfully meets the criteria in BCPPS 2.2.1

"Experienced Applicant" means a person whose previous police training and experience satisfies the conditions in the BCPPS for appointment as an Officer under section 26 of the *Police Act* without completion of the Police Recruit Training Program or a request for an exemption.

"Field Training Officer" or "FTO" means an SPS Member who has successfully completed the JIBC Field Trainer's Course.

"First Class Constable" means a Member who has five or more years of service and completed all requisite training and courses to advance to First Class Constable status.

"Member" means a sworn Police Officer appointed by the Surrey Police Board.

"Police Academy" means the entity authorized by the Director of Police Services to administer provincially-approved recruit and advanced training for Municipal Constables, Designated Constables and Enforcement Officers.

"Police Recruit" means a Member who is in Blocks I to IV of the Police Recruit Training Program.

"Police Recruit Training Program" means the periods of training at or under the auspices of the Police Academy during which Recruits will acquire the knowledge, skills, experience and understanding to function as police officers. The Police Recruit Training Program is divided into four (4) distinct blocks of training:

- 1) The first block (Block I) and the third block (Block III) are the curriculum developed by the Police Academy in consultation with the Police Training Advisory Committee and in compliance with standards set by the Director of Police Services;
- 2) The second block (Block II) is a practicum monitored by the Director of the Police Academy or designate, during which the recruit works under the direct supervision of a Field Trainer; and

- 3) The fourth block (Block IV) is a minimum one (1) year field practicum requiring a satisfactory competency-based assessment of performance by the recruit's supervisor and approved by the recruit's Chief Constable and Training Officer and certified by the Director of the Police Academy.

"Police Training Advisory Committee" means a committee chaired by a member of the Police Academy Chiefs Committee and comprised of police representatives, to advise on the training programs conducted by the Police Academy.

"Qualified Constable" means a Member appointed under the *Police Act* who is certified by the Director of the Police Academy to have:

- 1) Successfully completed Blocks I, II, and III of the Police Recruit Training Program, or
- 2) Been exempted from Blocks I, II, and/or III of the Police Recruit Training Program.

"Respondent" means the Member is the subject of a complaint or *Police Act* investigation.

"Subject Officer" means:

- i. An on-duty Member whose presence, action, or decision is reasonably believed to have been a contributing factor in the death of any person, including in-custody deaths;
- ii. An on-duty Member who has discharged a firearm, where there are reasonable grounds to believe that any person (including a Member) may have been injured by that discharge;
- iii. An on-duty Member whose presence, action, or decision is on reasonable grounds believed to have resulted in injury requiring emergency care by a medical practitioner or nurse practitioner and also requiring transfer to a hospital or community medical facility, or
- iv. An off-duty Member whose action is on reasonable grounds believed to have been a contributing factor in the death of any person, or is on reasonable grounds believed to have resulted in injury requiring emergency care by a medical practitioner or nurse practitioner and also requiring transfer to a hospital or community medical facility.

## **APPENDIX B: REFERENCES**

*British Columbia Provincial Policing Standards s.2.1.1 – Recruit and Advanced Training*

*Police Act, R.S.B.C. 1996, c. 367*

*Surrey Police Service, Surrey Police Service Recruiting Unit Manual and Guidelines, 2021*