



Lawrence Police Department  
**Citizen Academy**  
**Application**  
**March 7 - May 16, 2024**

NAME LAST NAME, FIRST NAME & FULL MIDDLE NAME			
MAIDEN NAME OR OTHER NAMES USED			
SOCIAL SECURITY NUMBER		DATE OF BIRTH	
HOME ADDRESS			ZIP CODE
CITY		STATE	
HOME TELEPHONE NUMBER	WORK TELEPHONE NUMBER	CELLULAR PHONE NUMBER	EMAIL ADDRESS
PLACE OF EMPLOYMENT			
ADDRESS OF EMPLOYER			
DUTIES PERFORMED			
POSITION OR TITLE			
HAVE YOU EVER BEEN CONVICTED OF ANY FELONY?			
YES <input type="checkbox"/> NO <input type="checkbox"/>			
DRIVER'S LICENSE NUMBER			
<p><b>I certify that all information and statements made on this application are true and complete. I authorize any individual, company, organization or institution to release any and all information concerning statements made by me on this application, and do hereby release all parties and individuals connected therewith from all liabilities for any damages whatsoever incurred in furnishing such information.</b></p>			
SIGNATURE OF APPLICANT		DATE	

**Mail to:**  
**Lawrence Police Department**  
**Attn: Captain Tracey D Cantrell**  
**5150 N. Post Road**  
**Lawrence, Indiana 46226**  
**(317) 549-6404**

# Lawrence Police Department Citizen Academy

## Concept:

The Lawrence Police Department's Citizen Academy is a contemporary concept in Law Enforcement-Community relations. The Lawrence Police Department Citizen Academy serves as a part of a continuing program to develop citizen awareness and understanding of the role of local law enforcement. It is important to understand that the Citizens Academy is **NOT** a "citizens on patrol" project, and participants receive absolutely **NO** special police powers, authority, or responsibility.

## Challenge:

Our continuing challenge is to develop strategies that will increase the understanding of the role law enforcement plays in our community, and of the citizens we serve. The results will benefit our Department's effectiveness in assisting with problems. The Lawrence Police Department Citizen Academy functions as an added resource to the community to increase this understanding.

## Goals:

In our continuing efforts to develop community awareness through education, the Lawrence Police Department Citizen Academy will produce better informed citizens with a deeper understanding of the Lawrence Police Department and the role law enforcement plays in the community. The Lawrence Police Department Citizen Academy will promote the concept of ***Together Everyone Achieves More***. This will create better teamwork and cooperation between the Lawrence Police Department and the citizens we serve.

## Program:

The Lawrence Police Department Citizen Academy is an 11-week program. The program consists of weekly 3-hour classes that include lectures, hands-on learning and role-playing scenarios. Citizens will be **required** to complete a ride-along with a patrol officer. This program will provide an overview of the professional training that Lawrence Police Department officers receive and how we function to provide the highest level of service and protection to the community. Participants must be at least 21 years old prior to the start of the Citizens Academy.

## Focus:

Graduates of the Lawrence Police Department Citizen Academy will gain an improved understanding of the Lawrence Police Department's policing function and will be able to better assist officers in identifying and resolving problems in their community. This will improve the efficiency of the Lawrence Police Department and raise the quality of life enjoyed by citizens of the community.

# AGENDA

*Tentative agenda of topics to be covered. Some variance may be necessary to accommodate guest speakers. You must be at least 21 years old prior to the start of the Citizens Academy to participate.*

Thank you for your interest in the City of Lawrence Police Department's Annual Citizens Academy. Below you will find the anticipated agenda of topics to be covered during our Citizens Academy. There may be some variance in the order of topics, due to instructor availability; however the class *WILL* meet regularly as scheduled each Thursday evening from 6 pm-9 pm, at the Lawrence Police Department Craig Herbert Community Training Room, located at 5150 N. Post Rd.

At the first meeting, we will start scheduling you for your ride-a-longs with a uniformed Lawrence Police Officer. This can be scheduled at mutual convenience for you and the officers participating. Your class coordinator will assist you on the first day with scheduling your ride-a-long.

## Applications accepted January 8, 2024 through February 15, 2024

Citizens Academy starts Thursday evening March 7, 2024 @ 6:00 pm – 9:00 pm

### Week #1

March 7, 2024

- Registration
- Welcome
- Introductions
- Remarks-Mayor
- Chief of Police
- Overview of Citizens Academy/Tour of Police Department

### Week #2

March 14, 2024

- Operations Division
- Investigation Division
- Professional Standards
- Reserve Division
- Communications
- Administration/Traffic Enforcement Division

### **Week #3**

March 21, 2024

- Chaplains Division
- Crisis Negotiation
- Mental Wellness
- Suicide Prevention
- In-Line Duty Death

### **Week #4**

March 28, 2024

**Panel Discussion:  
“Community-oriented policing” Partnerships and Collaboration**

City of Lawrence Police Department  
Federal Bureau Investigations  
Marion County Prosecutor’s Office  
Marion County Sheriff’s Dept.

Indiana State Police  
U.S. Attorney’s Office  
Indianapolis Metropolitan Police Dept.

**\*\*Crime Watch, Business Watch, Senior Living\*\***

### **Week #5**

April 4, 2024

- Field Training Officer Program
- Youth Explorer Program

### **Week #6**

April 11, 2024

- DCS/CPS-Child Abuse
- Domestic Violence/Beacon of Hope

### **Week #7**

April 18, 2024

**Use of Force/Firearms Presentation**

- Review of police use of force incidents/Stop, Question & Frisk
- Introductions to methods of use of force
- **\*\*Firearms Training Simulator\*\***

**Week #8**

April 25, 2024

**Crime Scene Investigations/Crime Scene Evidence and Processing  
(Robbery, Homicide, Burglary)**

- Community Prosecution
- Criminal Law/Legal Updates
- Traffic Law/Traffic Stops/Objectives of Enforcement

**Week #9**

May 2, 2024

**Special Weapons and Tactics**

- K-9 Unit/Evidence & Building Searches
- Critical Incidents

**Week #10**

May 9, 2024

**Emergency Vehicle Operations/Traffic Enforcement**

- Presentation
- Practical exercises
- Strategies and Tactics of Patrol Stops (S.T.O.P.S.)

**Week #11**

May 16, 2024

- Graduation-Closing remarks, critique of course, “What’s Next”!!

*Your support of this project is truly important to us, and greatly appreciated. Our goal is to make our Citizens Academy something we all can be proud of! Thank you!!!*

# Lawrence Police Department

## Release, Waiver of Liability and Assumption of Risk

The undersigned, in consideration of being given permission to participate in the Lawrence Police Citizens Academy, and/or drive or ride as a passenger in a vehicle operated by a member of the Lawrence Police Department during the Citizens Academy, hereby voluntarily and knowingly acknowledges the following:

1. That participating in the Citizens Academy may involve your VOLUNTARY exposure to firearms, weapons, and/or driving or riding in a police vehicle, each by their very nature involve risk from an unknown number of causes.
2. That said risk may result in property damage, bodily injury, or death.

Being fully advised, aware of, and fully appreciating such risk, the undersigned hereby voluntarily and knowingly assumes this risk, and accepts full responsibility for any and all property damage and bodily injury, both physical and mental, including death, which may happen to the undersigned as a result of participation.

I further release myself, or anyone making claim on my behalf, the Lawrence Chief of Police, the Lawrence Police Department, The City of Lawrence, its agents and employees from any liability for such injuries I may receive.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

Age: \_\_\_\_\_ SSN: \_\_\_\_\_

Recommended By: \_\_\_\_\_ ID Number: \_\_\_\_\_

Witness: \_\_\_\_\_

Approved By: \_\_\_\_\_

Waiver Expiration Date: \_\_\_\_\_

## **Personal Appearance, Dress Code and Behavior Policy**

As a condition for obtaining permission to accompany an employee of the Lawrence Police Department and in addition to the stipulations set forth in the "Assumption of Risk",

I, \_\_\_\_\_, do hereby agree to conform to the following policy adopted by the Lawrence Police Department.

It is further understood that violation of any part of this policy will result in the immediate revocation of permission to accompany an employee of the Lawrence Police Department.

### **Personal Appearance:**

All civilian citizen academy attendees, and passengers in police vehicles, should present a neat and clean appearance, not excessive, ragged, unkempt, or extreme in appearance.

### **Dress Code:**

All civilian citizen academy participants should do their part to project a professional image of the Department. All attendees and passengers must wear a shirt or blouse with collar and sleeves, which will remain either tucked in or cover the mid-section at all times. Trousers must be full length, skirts or dresses must extend at least to the kneecap. Denim is acceptable, provided (as with all garments) there is no fraying, tears, or inappropriate, unprofessional appearance. Outerwear and shoes are to be clean, with no open toed or sandal style shoes (except for graduation night).

At no time should any garment be displayed that would be considered as offensive or in bad taste to the community.

### **Behavior Policy:**

No person shall be a passenger, or accompany any employee of the Lawrence Police Department while under the influence of alcohol or drugs. The odor of alcohol is sufficiently presumptive evidence to constitute "being under the influence". Passengers in police vehicles should comply with all lawful or reasonable requests from the officer they are riding with, or come in contact with.

**All passengers should conduct themselves at all times in a manner that reflects well on themselves and the Lawrence Police Department.**

I have read the above and agree to conform to the policy of the Lawrence Police Department.

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

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