



Center for Advanced Technical Studies

916 Mount Vernon Church Road
Chapin, SC 29036
803-476-8600



Welcome to Law Enforcement Services (Years 1 & 2) – Room 203 & 311

Number of Credits: 2 (year long, double block)

Instructor: Joseph Chapman (Room 203)

Email: jwchapman@lexrich5.org

Direct Line: 803-476-8639

Website: <http://www.lexrich5.org/Domain/4304>

Planning: 8:40-11:40 (A days only)

Instructor: Robert Guirau (Room 311)

Email: rguirau@lexrich5.org

Direct Line: 803-476-8641

Website: <http://www.lexrich5.org/Domain/2795>

Planning: 8:40-11:40 (B days only)

Specifics About Course

Goals

- Define the purpose and intended result of the criminal justice system and identify the concepts that support this system.
- Understand the legal and behavioral aspect of crime and the characteristics of the perpetrators of these crimes.
- Understand the structure of the law enforcement system, citizen rights and how these rights were specified by the constitution.
- Understand the connection between the legal system and the communities it serves.
- Receive various forms of entry-level, real-world law enforcement tactics and procures in written and practical form.
- Receive training in specific law enforcement physical techniques and physical fitness standards and needs.

Content

This course includes an overview of the functions of law enforcement and the legal system with an emphasis on current tactics, laws, and practices. The course also places an emphasis on community policing/involvement, professional skills, and safe law enforcement tactics and procedures. Training in Use of Force, ethics, safety, crime scene, legal, and response to various situations are taught and reinforced throughout the course. We will also expand further out into the criminal justice field so that students have a base knowledge that will serve them when going forward into any criminal justice related profession.

Various other law enforcement, criminal justice, and leadership topics will be covered in this class at varying times throughout the year as time permits.

Methods

Various instructional strategies with an emphasis in technology will be used throughout the class to promote active student engagement. This will include, but is not limited to:

- Practical exercises
- Group and Individual activities & projects
- Interactive instruction
- Scenario based exercises
- Discussion models
- Guest speakers
- Field Trips (as able)
- Formative and Summative assessments

Materials and equipment are similar to that of law enforcement officers and what they will encounter in the field. This includes props, items, visual aids, audio/video, etc. that they may not have been exposed to before. Students are also graded on their professional skills throughout the year.

Grading

This course will operate under the state and district guidelines of uniform grading. Student progress can be monitored by use of parental portal via PowerSchool. Parents/Guardians will need confidential ID and password issued by the student's home school. Parents/Guardians and students can also monitor certain grading within our Google Classroom.

| Grading Scale for Law Enforcement Services | |
|---|----------|
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | Below 60 |

| Grading Category | Grading Percentage (quarterly) |
|--------------------------------|---------------------------------------|
| Tests & Major Projects | 50 % |
| In-Class Assignments & Quizzes | 30 % |
| Homework & Daily Work | 20 % |

In this class, students will do a variety of work and have numerous opportunities to show mastery of the material. Students will take semester, cumulative exams which will count as 20% of the semester grade and each quarter counting 40% of that semester.

Make-Up and Late Work Policy

If a student is out for an excused reason, all work can be made up without penalty based on the school policy. Students and parents are encouraged to contact me personally if they are having difficulties of any kind. I encourage parents and students to email me or message me on Google Classroom if they are sick. I reserve the right to adjust assignments based on extended illness.

Please note that no course at the Center for Advanced Technical Studies is eligible for recovery credit.

If a student is out for an unexcused reason, it is that student's responsibility to contact me and obtain the assignment. I will accept late work through the end of each grading cycle (9-weeks) but grade penalty will apply based on the below. Please note that zeros (0's) will be assigned for each missing assignment until it is turned in and graded or until the end of the grading cycle. At the end of the grading cycle, the grade will stand.

| Assignment Late By: | Grade Penalty: |
|----------------------------|-----------------------------------|
| Up to one class | 10% deduction |
| Two classes | 10% additional deduction |
| Three classes or more | 5% additional deduction per class |

Textbooks/Resources

Siegel, Larry J., Senna, Joseph J., Introduction to Criminal Justice, Belmont, CA: Thomason Wadsworth, 2008.

Lewis, Marion, Law Enforcement, Student Edition, South Carolina Edition, TPS Publishing Ltd, 2016.

**Provided when needed, although this resource is usually only used for competition preparation and very specific assignments based on individual needs. Copies are kept in the classroom with the instructor.*

Dress Code

Students are expected to come to class dressed for success. In our particular field, we will adhere to the Center's requirements. This includes any clothing that may be distracting to other students, pants that do not fit at the waist line with a belt, closed toe and heel shoes, and any other requirements listed in the Center's student handbook. Students should be prepared to participate in physical activity on any given day of this class. Locker rooms are not available to change; therefore, students should come to class dressed for the activities required that day. Students will be notified in advance of any physical fitness test. Students that are not dressed properly may be penalized, disciplined, or not allowed to participate or make up certain assignments.

Cell Phones

Cell phones are to be put away in class and not used in class (unless authorized by instructor). In most all occasions, cell phones will remain out of sight and in book bags or student cabinets. This also includes smart watches or similar device. Any of these items discovered after they are to be put away in the required location may be taken by the teacher and provided back at the end of class or held until it can be picked up by a parent. If there is any reason (to include surprise emergencies) that someone needs to contact the student, it can be done through the front office. If there is any known reason that the student may need quick access to their phone, then a parent or guardian should contact me about this in advance and special arrangements may be made on a case by case basis.

Food & Beverage

No gum is allowed in the classroom or during the class. Students will be required to spit out any gum as they enter the building or classroom. Students may have snack size items (such as crackers) that may be eaten during breaks or if permitted by the instructor. Students may have water or a similar beverage in the classroom, as long as, the container can be closed so drink does not spill. Students will be responsible for cleaning up any messes they create. Student are highly encouraged to bring water to every class, as we will be outside for large portions of class and physical activities will occur. Students are also encouraged to stay hydrated by consuming water or similar beverages in advance of class. They should also eat properly in advance of classes to avoid any health hazards.

Expectations and Communication

Communication, communication, communication!

If a student is experiencing difficulty either with a situation in the class or out of the class, I encourage him/her to either talk with me privately or email/call me, whichever makes them most comfortable. Parents, please feel free to do the same! My contact information is at the top of the syllabus. I aim to provide a safe and open environment in which I can assist your child grow personally and professionally.

Instructor Expectations

I promise to provide challenging and engaging lessons each day that will allow my students to go home each day with a new set of skills. I care deeply about each student and their success and am totally committed to doing whatever is needed to ensure that each student is successful in this class.

Student Expectations

I expect each student to respect each other and treat each other accordingly inside and outside of our classroom environment. Students should follow guidelines set forth by me or any guest instructor for each class activity. These guidelines may change based on the activity. Safety expectations will be different in a hands-on training activity than a typical classroom activity. There is always a potential for injury in class, so students should be vigilant in following proper safety practices. All students will be successful if they simply follow the directions given. In the unlikely event that a student's behavior is not appropriate, I will verbally redirect the student and remind them of appropriate behavior, counsel with the student in private, contact parents as needed, and ONLY THEN involve school administration as a last resort. In very rare cases, the student's actions could result in contacting school administration immediately.

Parent Communication

Parent communication is an essential part of the learning community in this class. I want to hear from you, both the celebrations and the challenges. Do not hesitate to let me know when your child comes home excited about something that we have talked about in class. Also, if they are experiencing a challenge inside or outside the classroom, please let me know so that I may help ensure their success! Please know there will be times in this class that each child is going to feel discouraged or uneasy, but that is a necessary part of gaining a new skill. Sometimes, they will achieve the skill the first time it is presented, but oftentimes, it will take multiple attempts to perfect a particular skill.

Electronic Communication / Google Classroom

I will be continually updating Google Classroom and any other electronic communication method as needed. Parents should automatically be invited once their child joins the classroom, but if not, please contact me to be added. If a student does not have internet at home, please contact me to verify this so that arrangements can be made as necessary.

Materials for Class

All students should have some form of a notebook or binder with loose paper to store materials and take notes as needed. They should also have a pen (preferably black, never red) each class. This will be used throughout the year for in class assignments and notes. They should also bring their Chromebook (charged or with charger) each day as we will use these often as well. Students are responsible for keeping their materials organized. This will help them academically and will also be a valuable resource to be saved for when they attend any further education.

Due to PowerSchool inaccuracies at times, please complete the provided information form and have your child return to instructor by the end of their second in-person class. This is to ensure you understand the syllabus, school rules, and expectations of the class. It also provides us with the best method of contact. The Approval & Notification Form must be fully completed/signed and returned prior to the student being able to participate in physical activities. Required safety tests must also be successfully completed prior to being able to participate in physical activities. If at any time a student is unable to participate in any portion of class for any reason, they will either be provided an academic assignment instead or may receive a zero for the activity, and still be responsible for any missed material.

SKILL POINTS

Each day, students have the opportunity to lose or earn **SKILL POINTS**. This is based off of their actions or inactions as it pertains to Professional Skills needed to be successful in the workforce / their future careers. At the end of a period designated by their teacher (or more/less if approaching an end of quarter period), students will be graded on their current Skill Points. Areas of concentration include:

- **Work Ethic** (includes effort, attentiveness, perseverance, persistence, etc.)
- **Professionalism** (includes attitude, appropriateness, how they treat others, etc.)
- **Responsibility** (includes leadership, fulfilling duties, completing tasks, helping others, etc.)
- **Integrity** (includes honesty, appropriate behavior, etc.)
- **Communication** (includes notifications, word choice, providing information as directed, etc.)
- **Safety & Health** (includes attire, general and specific safety, cleanliness, following directions, etc.)

Each student will start with the **SKILL POINTS** period with 80 / 100 points. They must earn the extra 20 points to get a 100/100, but may also lose points along the way. Students can lose the entirety of their points at a single time if their actions or inactions are severe enough, however, they can earn some or all of these points back through proper action/inaction or additional assignments (if requested by the student by the end of the class period following the graded date).

Point values are below and are based on daily potential. They vary based on the importance and severity of the action/inaction. Every day will not provide the opportunity to gain points in every category, the lessons may dictate what can be earned or lost each day. The grade will be entered at the end of each designated grading period (by the teacher). Students may request their progress at the end of each class.

- **Work Ethic**
 - Gain 0-10 points Lose 0-20 points
- **Professionalism**
 - Gain 0-10 points Lose 0-100 points
- **Responsibility**
 - Gain 0-10 points Lose 0-20 points
- **Integrity**
 - Gain 0-10 points Lose 0-100 points
- **Communication**
 - Gain 0-10 points Lose 0-10 points
- **Safety & Health**
 - Gain 0-10 points Lose 0-100 points

If a student is not present at all during an entire **SKILL POINTS** period OR if during the period they are present, there was not enough opportunity to gain 20 points on top of the starting 80 points, their grade for that period will be marked as “exempt”.



Center for Advanced Technical Studies

Parent / Guardian Approval & Notification Form
(Please return only this page to the instructor)
Due on student's 2nd in-person class



Welcome to Law Enforcement Services

Student and Parent/Guardian

I have read the syllabus and any/all addendums for Law Enforcement Services, understand, and have no questions or concerns relating to any requirements including: classroom behavioral and overall student expectations, dress code, academic topics, physical demands, materials and equipment. If at any time that changes, I will notify the teacher immediately. By signing, I understand the potential of injury and release all parties of liability.

Print Name (Student)

Student Signature

Date Signed

Main / Home School (CHS, DFHS, IHS, SHHS, FIVE):

Grade Level:

Print Name (Parent/Guardian)

Parent/Guardian Signature

Date Signed

Parent/Guardian Contact Information

Primary Contact Name:

Email:

Phone Number:

Alternative Number:

Preferred method of contact:

email

phone

either/both

Preferred contact time:

morning

afternoon

either/both

Secondary Contact Name:

Email:

Phone Numbers:

Alternative Number:

If you wish to be involved in any manner with the class (example: guest speaker, virtual training speaking/facilitator, help with professional development, etc.), please provide a brief description of how you can be of service to our students:
