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# CHAMPAIGN POLICE DEPARTMENT

## POLICY and PROCEDURE

POLICY NUMBER: 33.4

SUBJECT: RECRUIT TRAINING

EFFECTIVE DATE: 10/01/09

REVISED DATE: 11/16/21

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REFERENCE ILEAP: TRN.01.01

### INDEX AS:

- 33.4.1 BASIC POLICE TRAINING REQUIREMENT
- 33.4.2 RECRUIT TRAINING PROGRAM
- 33.4.3 FIELD TRAINING PROGRAM

### PURPOSE:

The purpose of this policy is to list the basic training requirements which newly hired police officers must fulfill.

### DEFINITIONS:

**Lateral Officer:** Refers to an individual who has been hired through the experienced officer hiring program and who has been certified as a police officer, either within or outside of the State of Illinois.

**Probationary Officer:** Refers to an individual certified as a police officer through the Illinois Law Enforcement Training and Standards Board and who has been sworn in but has not yet completed the 15-month probationary period.

**Recruit Officer:** Refers to an individual who has been selected to attend the Minimum Standards Basic Law Enforcement Officers course and who has been sworn in.

### POLICY:

#### 33.4.1 BASIC POLICE TRAINING REQUIREMENT

##### A. Academy instruction prior to assignment.

1. Pursuant to the Police Training Act, Illinois Compiled Statutes 50-ILCS 705/8.1, all recruit officers who are not certified through the Illinois Law Enforcement Training and Standards Board at the time they are hired must attend and successfully complete the Basic Law Enforcement Officers Course at an approved police training academy.
2. A lateral officer who is hired through the experienced officer hiring program and who has been certified as a police officer in another state will be required to successfully complete any additional training required by the Illinois Law Enforcement Training and Standards Board.

##### B. Recruit officer, probationary officer, and lateral officer firearms authority and responsibility.

1. Recruit officers are not permitted to carry Department-issued firearms on their person under the Law Enforcement Officers Safety Act of 2004 (18 U.S. Code § 926B - Public Law 108-277) except during authorized training.
2. Recruit officers with a concealed carry license are only permitted to carry their personally owned firearms off-duty and shall follow all concealed carry laws in doing so.
3. Recruit officers without a concealed carry license are prohibited from carrying any firearm off-duty.
4. Probationary and lateral officers are permitted to carry Department-issued or personally owned firearms off-duty upon successful completion of the Department's Basic Orientation Course (BOC) as defined in Policy 33.9, Field Training. Officers must successfully complete the firearms qualification course for each weapon prior to carrying a firearm off-duty.

##### C. Recruit officer assignments.

1. Recruit officers will neither be assigned nor permitted to perform regular police duties prior to successful completion of formal academy training.
2. Recruit officers may be temporarily assigned to other duties within the police department that do not require carrying a weapon, enforcing the law, or making an arrest.

#### 33.4.2 RECRUIT TRAINING PROGRAM

##### A. The Minimum Standards Basic Law Enforcement Officers Course was developed by the Illinois Law Enforcement Training and Standards Board. When a recruit officer is assigned to attend a training academy to complete this course, he will be participating in a training program that includes;

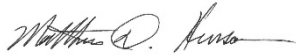
1. A curriculum based on job task analyses of the most frequent assignments of officers who complete recruit training.

2. Use of evaluation techniques designed to measure competency in the required skills, knowledge and abilities.

#### **33.4.3 FIELD TRAINING PROGRAM**

- A. The organization, administration, and training requirements of the Field Training Program are delineated in Policy 33.9, Field Training.

#### **ISSUING AUTHORITY**



Matthew D. Henson  
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