



Santa Rosa Junior College
 Public Safety Training Center
 5743 Skylane Boulevard, Windsor, CA 95492
 Phone 707.836.2906 Fax 707.836.2948
 Website: PSTC.Santarosa.edu

Adult Corrections Officer Core Course (ACO)

Dates:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Spring January 6 – February 7 March 9-April 10</td> <td style="width: 50%;">Fall August 17 – September 18</td> </tr> </table> <p><small>*PC 832 Firearms and PC 832 Arrest courses are conveniently scheduled around the Corrections Academy. Please refer to PC 832 course flyers for dates.</small></p>	Spring January 6 – February 7 March 9-April 10	Fall August 17 – September 18																
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Day & Time:	Monday-Friday, 8am - 5pm (subject to change) & occasional Saturdays *Full attendance and participation is required in order to receive STC certificate of completion*																		
Cost:	\$256.50 Agency Sponsored \$279.50 Non-Agency Sponsored <small>Fees are subject to change. Cost for California residents only; non-residents pay an additional \$265 per unit</small>																		
Certification:	Standards and Training for Corrections (STC) #02536365																		
Location:	Public Safety Training Center, 5743 Skylane Blvd., Windsor, CA 95492. Directions and map with nearby lodging: PSTC Google Map . Parking permits are required unless you have an E-plated vehicle. Permits may be purchased from vending machines in the parking lot for \$4 per day. <u>Weekly permits for courses of one week or more can be purchased on the first day of class for \$5 per week. Cash or check only.</u> <p style="text-align: center;">Hotel Information Hotel Trio (110 Dry Creek Rd, Healdsburg 95448) Book your corporate rate for Public Safety Training Center <i>Jan 1 – March 31 \$120 per night/April 1 – October 31 \$130 per night/Nov 1– Dec 31 \$120 per night</i> <i>*All Rates Apply Monday – Thursday Only</i></p>																		
Course Description:	This course is prescribed by the Board of State and Community Corrections, Standards and Training for Corrections program. It is designed to provide basic training to entry-level corrections officers who work in local correctional facilities. Topics Include: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td>Correctional History & Philosophy</td> <td>Inmate Worker Management</td> </tr> <tr> <td>Codes, Statutes & other Legal Documents</td> <td>Screening & Monitoring Visitors</td> </tr> <tr> <td>Transport Outside of Facility</td> <td>Screening & Distribution of Mail</td> </tr> <tr> <td>Assaultive Behavior /Restraint Techniques</td> <td>Emergency Procedures</td> </tr> <tr> <td>Booking/Receiving/Releasing</td> <td>Testifying in Court</td> </tr> <tr> <td>Maintaining Security/Contraband</td> <td>First Aid/CPR</td> </tr> <tr> <td>Reporting & Record Keeping</td> <td>Physical Conditioning</td> </tr> <tr> <td>Supervision of Inmates</td> <td>Professionalism & Ethics</td> </tr> <tr> <td>Distribution of Supplies & Commissary</td> <td>Monitoring Mental & Physical Health</td> </tr> </table>	Correctional History & Philosophy	Inmate Worker Management	Codes, Statutes & other Legal Documents	Screening & Monitoring Visitors	Transport Outside of Facility	Screening & Distribution of Mail	Assaultive Behavior /Restraint Techniques	Emergency Procedures	Booking/Receiving/Releasing	Testifying in Court	Maintaining Security/Contraband	First Aid/CPR	Reporting & Record Keeping	Physical Conditioning	Supervision of Inmates	Professionalism & Ethics	Distribution of Supplies & Commissary	Monitoring Mental & Physical Health
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College Application:	Please go to www.santarosa.edu . Click Apply Now . Next, click on New or Returning Students Information option. Scroll down and click on the CCCApply/Begin Application for Admission! If you have not created an account in the last year, you will need to click Create a New Account otherwise, enter your Username and Password to Sign In . Once your account has been created, return to the log in page and enter your Username and Password to log in. Then, click Start a New Application . Then, Start Application . Choose the appropriate Term Applying For . For Educational Goal select Maintain Certificate or License . For Major Category select Public Safety . For Intended Major/Program of Study , select Advanced Officer Training (CERT) . Please be sure to click Submit Application before logging out of your CCC Apply account.																		
Payment:	Payment can be made by credit card (Visa or MasterCard) or by check made payable to: Santa Rosa Junior College . Payments can be made in advance or at the door. Agencies can be billed after the course. Please mail check to: Santa Rosa Junior College Public Safety Training Center, Attn: Katie Kubota 5743 Skylane Blvd., Windsor, CA 95492.																		
Reservations	Email your request to Katie Kubota at kkubota@santarosa.edu or call 707.836.2906.																		



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<p>Non-Discrimination Statement:</p>	<p>The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities – including but not limited to academic admissions, financial aid, education services and athletics – and application for District employment.</p>
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Medical Clearance

Students are required to participate in physical conditioning two to three times a week during the course. Practical testing will include fifteen minute or greater enhanced cardiovascular exercise, wind sprints, 165 lb. dummy drag, stair climb, and use of self-contained breathing apparatus (S.C.B.A.).

Each student is required to provide a medical clearance on day one from their physician allowing them to physically participate in the Physical Conditioning and Defensive Tactics and Restraint Techniques segments of the course. Request the form letter from Training Center staff to take to your personal physician.

Employing agencies may provide a letter signed by Sheriff/Chief (or designee) certifying the employee’s fitness ability in lieu of a physician’s clearance. Please request language for use in the letter from Training Center Staff.

Photos

Each student must provide two color passport photos while wearing a white crew neck t-shirt. When the photograph is taken, hair must not extend below nor touch the collar line and must not touch the ears. Facial hair beyond a well-trimmed mustache is not permitted. Additional recruit grooming standards are stated in the Procedure Manual, to be distributed on day one of the Academy.

Uniforms

All students in this course are required to be in uniform. **Agency-sponsored trainees will wear Class A uniform**, including long sleeve shirt, polyester or wool pant (Ike jacket not required), duty belt, and meet all other agency uniform requirements. All items below may be purchased at Good to Go Public Safety Uniforms, except the clip-on tie and brass name tag must be purchased at Santa Rosa Uniform (707-545-3766). **Please note that all item #'s and brands listed below for all items (except the tie and brass name tag) are only recognized by Good To Go Public Safety Uniforms.**

Non-sponsored trainees must purchase uniform as follows:

1. Tan uniform shirt (long sleeve only) with training center patch on left shoulder (Brand: Tact Squad/Item # 8003-TAN)
2. Sheriff Green uniform pant (Brand: Elbeco /Men’s item #M-E829RN • Women’s item #W-E9829N)
3. Forestry green clip-on tie (Item #289) ****Must purchase at SR Uniform -- call (707) 545-3766****
4. Brass tie bar (Brand: Hero’s Pride #4009)
4. Brass Name Tag, one-line (last name) ****Must purchase at SR Uniform -- call (707) 545-3766****
5. Black leather belt, black socks, and black boots (polished to a high shine) ***Available at Good to Go Public Safety Uniforms***

For physical training (PT), **all students will wear navy blue PT gear** (PT shirt, PT shorts, sweat shirt and sweatpants all available at Good To Go Public Safety Uniforms). PT shirt brand is Sport Tek (item # ST 340) with Training Center logo silk-screened 4"x 4" gold on left chest and last name applied in white 2" letters front and back. PT shorts brand is Sport Tek item #ST 355. Black compression shorts to wear underneath PT shorts is strongly encouraged. Any brand/style is acceptable. Athletic shoes and white sweat socks are required. Please also bring two towels and water bottle(s). Each student must arrive on the first day of class in uniform and have navy blue physical training gear available.

Good To Go Public Safety Uniforms

7950 Redwood Drive #2
 Cotati CA 94931

Phone: (707) 794-9811
 Hours: Monday – Saturday 10:00 a.m. – 6:00 p.m.

Best time to call to place an order is Wed-Sat 10:00 a.m. – 3:00 p.m., but can call anytime and leave a message