

PA Constables' Classroom Code of Conduct

Constables' Classroom Code of Conduct:

I. Testing

- A. Mandatory tests and proficiency examinations will be given for each major section of the curriculum. In order to complete the course and receive certification, a trainee must pass all tests and proficiency examinations.
- B. Test and proficiency examinations will be scheduled and announced to the class in advance.
- C. All examination material must be returned to the instructor supervising each test at the end of the examination period.
- D. Cheating on examinations will be grounds for discipline by the training provider. Cheating includes copying from another person's examination, utilizing references or notes without the instructor or proctor's approval, theft of test materials, removal of test materials from the classroom, using test materials stolen by another or providing answers to, receiving answers from, or giving assistance to another person during any phase of an examination session.

II. Attendance

- A. A constable or deputy constable who registers for basic training, continuing education or firearms qualification course may withdraw from the course without penalty upon timely notification to the director of the school conducting said course. A notification shall be deemed timely if it is delivered to the director of the school or his or her designee no later than seven calendar days prior to the start of classes. The school may assess a failing grade for all or part of the basic training if the constable or deputy constable fails to provide timely notification or to show good cause.
- B. A constable or deputy constable must attend and complete all hours of the training class to receive credit for the class.

III. Unprofessional Conduct:

A. Unprofessional conduct is defined as conduct that reflects poorly upon the image of the Constables' Education and Training Board (Board) and the Constables of the Commonwealth. Examples include, but are not limited to: disruptive talking in the classroom; disrespect to instructors; sleeping, eating, or smoking in class; disrupting other activities occurring on the training site; false fire alarm; vandalism; illegal parking; lying to training delivery or Board staff or any other person; refusal to cooperate with staff investigations; and other criminal offenses committed at the training site. Cell phone usage during training classes would be deemed disruptive and disrespectful to the instructors and other students. Utilizing any other electronic device could also be disruptive and disrespectful to the class environment.

B. Attendance at training sessions while under the influence of alcohol or illegal drugs is prohibited and is grounds for immediate dismissal from training. Immediate dismissal from a training class while under the influence of alcohol or illegal drugs will constitute a class failure and the constable or deputy constable shall bear financial responsibility for the cost of attending an additional training course.

C. All trainees are expected to respect the rights of their fellow classmates.

D. Unprofessional conduct is grounds for sanction and the imposition of appropriate disciplinary action.

E. Harassment or discrimination against an individual or group by reason of race, color, familial status, religious creed, ancestry, age, sex, national origin, handicap or disability will not be tolerated and is grounds for dismissal from the classroom.

1. Physical Harassment/Abuse: This includes unwanted physical contact to include touching, fondling, patting, pinching, kissing and all legal classifications of assault.
2. Verbal Harassment/Abuse: This includes name calling, innuendoes, insults, threats, requests or demands for sexual favors, propositions, questions about a person's sexual practices, lewd comments, "wolf whistles," racial, religious, ethnic, or explicit sexual jokes.
3. Visual Harassment/Abuse: This includes obscene, explicit or insulting gestures, leering or displays, pictures, objects, materials or crude cartoons.

F. Sexual Harassment: Is further defined, to include unwanted sexual advances, requests for sexual favors and other verbal or physical conduct such as that described above when it is of a sexual nature and when such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

IV. Disciplinary Action

A. Violations of the Code of Conduct may subject a trainee to disciplinary action.

B. Disciplinary action may include but is not limited to:

1. An oral reprimand;
2. A written warning;
3. Restitution for damages;
4. Dismissal from the training provider for the course of instruction;
5. Permanent bar from the training provider's training sites.

C. Imposition of disciplinary action by a training provider's director does not waive the training provider's or the Board's right to impose additional or more severe disciplinary action against a trainee when the circumstances require such action. Imposition of disciplinary action by a training provider's director also does not waive the training provider's or the Board's right to impose no or less severe disciplinary action against a trainee. An Act 49 Constable Training Grievance Form can be used by a constable to file a formal grievance with the Board for any disciplinary action taken against a constable. A copy of this Grievance Form can be found on the PCCD website or by writing to PCCD Bureau of Training Services, PO Box 1167, Harrisburg PA 17108-1167.



Statement of Understanding

I, _____, have read and understand the PA Constables' Classroom Code of Conduct and agree to abide by its provisions. Refusal to sign off on this PA Constables' Classroom Code of Conduct will prohibit the constable or deputy constable from attending Act 49 Constable Training.

Print Name

Signature

Date