***Welcome to CJ 64***

******

***WELCOME TO VVC***

***Orientation Information:***

***This is the California Standardized Training for Corrections (STC) 176 Hour Adult Correctional Officer Course. This is a SERIOUS Correctional Academy. Attendees must be mentally prepared, physically fit and be equipped with an above average desire to succeed.***

***One must be totally committed to succeed in this program. There are no exceptions to the attendance rule. Attendees MUST be on time every day. Attendees CANNOT miss ANY time during this course. Certification from the State of California requires hour for hour completion of each of the learning requirements. Physical, health and family emergencies will be handled on a case by case basis. No certificate will be awarded if you miss time in this course.***

*This course is held at the Regional Public Safety Training Center located at 19190 Navajo Road, Apple Valley, California 92307.*

***Uniforms Required:***

Black CJ64 Golf Shirt with collar and logo

Black Physical Training T Shirt with logo

Black Physical Training Shorts with logo

Green CJ64 Uniform Pants

Black Ball Cap with logo

Black gear bag with logo

***These items purchased at the VVC Rams Bookstore on Main Campus.***

Jackets available for purchase at the Bookstore. They MUST be paid for in advance at the store and ordered. They are NOT required, however no other long sleeved garment is approved for cold weather.

***Uniforms Required NOT from Bookstore:***

Black Basket Weave Uniform Pants Belt. Can be found at local uniform stores and on-line

Black Leather Boots with shineable toe. Boots expected to be polished for inspection daily. The Big 5 Sporting Goods Store located at Jess Ranch on Bear Valley Road just east of the Mojave River provides a great boot at a much lower price, for VVC Students.

***Student performance:***

* **MUST BE ON TIME EVERY DAY**
* **Arrival NO LATER than 1745 hours (5:45 PM) for inspection and formation**
* **Books: No books required to be purchased by you. Training materials will be provided.**
* **Be ready on day one to attend formation, be inspected and march.**
* **Grooming Standards: Discussed on day one. NO Piercings, No Jewelry other than a very small post type earrings for females. ALL hair, male and females, OFF and above the collar**

**Examples of student performance causing separation from the Correctional Academy**

* Missing class.
* Late to class. If your car does not start, have a back-up plan….have a car from a friend or relative on stand-by. Have one or two people you trust be able to get you to the academy on a last minute basis also on standby.
* Child Care. Have a “two deep” system in place to have people watch your kids.
* Refusing to comply with uniform and grooming regulations. Self-explanatory.
* Inappropriate behavior. This is a professional work setting. Words, actions and attitudes must be consistent with workplace standards. Respect to be shown to all persons at all times.

**Trainees are expected to perform as if working in a correctional facility.**

Good luck. Prepare for the first day of class and get your uniforms now. If you have ANY questions, do not hesitate to email me at desiree.harrington@vvc.edu

Sincerely,

Desiree Harrington

Coordinator, Corrections Academy – VVC CJ Program.