

Lower Mainland Public School District RCMP Youth Academy

“A Work Experience Partnership”

2019 Application & Information Package

Application Instructions:

Completing this application will be your first “test” in **paying attention to detail**

- ☐ Print out this application (27 pages) using the **SINGLE-SIDED** printing option.
Do **not** print back-to-back (different RCMP departments need different pages)
- ☐ This application is to be **completed by the STUDENT applicant only**
(parents/guardians are encouraged to read over for accuracy and sign where applicable, but **not** to complete)
- ☐ **Read the whole application very carefully.**
Use **blue or black ink** (**not** pencil), to complete.
All lines must contain an answer or “N/A” (not applicable)... leave nothing blank
- ☐ Completed applications are due by **Friday, December 7, 2018.**
Submit to **Ms. David Rm 213**
An **incomplete or late** application package **may not be accepted** and/or **may result in your elimination from the selection process** and/or **being placed on a waiting list**
- ☐ Submit your **COMPLETED, UNSTAPLED** application in a **LARGE ENVELOPE** in this order:
 - **“Pages 13 – 27”**
 - **keep pages 1 - 12** for your own reference
 - each page has information and/or signatures that must be completed... **leave nothing blank**
 - **“BC Diploma Verification” form**
 - ask your counsellor for this print out
 - this is **not** confidential... do **not** put this in a sealed envelope... just leave as is
 - **Two “Letters of Reference”**
 - at least **one** must be from one of your **high school teachers or counsellor**
 - letters should **clearly state why** they feel **you would be good for this RCMP program**
 - both must be signed in **pen**, ideally on **school/company letterhead**
 - these do **not** need to be confidential... they do **not** need to be in a sealed envelope
 - **“Resume”**
 - do **not** submit a traditional resume... instead, **complete pages 26 + 27** in this package

All application packages **will be kept confidential within the school district and the RCMP.**
A complete application will include all the “completed” and “attached” points listed below.

General timeline:

❑ between November 1 and December 7

- you will:
 - **complete** and **submit** application package
 - as of Nov. 1, **begin recording physical activity in a Fitness Journal**
 - you will hand in a copy of the journal on fitness testing day

❑ December to mid-January

- you will **continue fitness training**
- RCMP will conduct **criminal record checks**
- school districts will talk to **references**, look at **courses/marks/attendance**

❑ mid-January

- **Physical Fitness Test** conducted by RCMP
 - you must pass the fitness test to get a personal interview

❑ after passing fitness test in January

- RCMP will conduct **personal interviews** at the Coquitlam detachment
- you will **continue fitness training**

❑ January 25, 2019

- **10 successful ‘cadets’ + 1 ‘alternate’** will be chosen by the RCMP and Coquitlam School District to attend the Youth Academy... students will be notified soon after.

❑ after being selected into the RCMP Youth Academy, you will need to:

- register in **Work Experience 12 ‘online’** and **complete all necessary course work prior to the academy** (Joanna Horvath will be your online teacher: JHorvath@sd43.bc.ca)
- complete a “**Non-Standard School District Worksite Agreement Form**” (Joanna Horvath will do this as part of the Work Experience ‘online’ course)
- Provide **proof of liability insurance** by photocopying either:
 - your own family plan insurance (ex: Blue Cross insurance card), or
 - the School’s Plan Accident Liability Insurance (ex: Kids Plus - www.kidsplus.ca)
- **pay the academy fee** (at “Parent-Student-RCMP-District” on February 20, 2019)
- **continue fitness training** right up to the academy
- **make arrangements with your school** (counselors and teachers) **for any missed work and/or responsibilities while absent**
 - **parents** must ensure that someone tells the school of the “**excused absence**” for the missed days so that it can be entered in MyEdBC

Dear Academy Applicant:

This program is designed for the participation of fifty high school students aged 16 to 18 (as of December 31, 2018) who are interested in police work as a possible future career. The five public school districts of Burnaby, **Coquitlam**, North Vancouver, Richmond, and Surrey have initiated a partnership agreement with the RCMP to provide this unique opportunity. Each School District is allotted ten (10) spaces in the Youth Academy.

This year's RCMP Youth Academy will be held from **Monday, April 15, 2019, to Tuesday, April 23, 2019** (inclusive). Please note: the academy does run over the Easter long weekend and there will be 3-4 days of missed school... students are responsible to make arrangements with teachers.

This program is designed to place the students in a simulated RCMP training environment and involves role-playing the realities of policing. The students that successfully complete each phase of the selection process will attend the Academy and experience some of the variety of activities that an RCMP Cadet would experience but in a condensed format. Students will receive instruction and lectures on law, social and communication skills, physical training, as well as some police tactics and a variety of other topics. Students will be involved in a great deal of role-playing scenarios where they will take turns taking on the role of a police officer or will be observing the role play in order to share their observations at the end. This process will require students to frequently speak in front of groups while being evaluated by the instructional staff and their peers. Students will be required to work in a team and partake in all the planned activities.

A study manual will be handed out prior to the Academy. Pre-reading is required prior to attending and the students will be tested on the material on the first day of the academy.

The cost to participate in the academy is **\$800**, but each **student will only need to pay \$425**. (the school district will cover the other \$375) Payment is collected at the February 20, 2019 meeting. A uniform, all meals, lodging and stationary items will be supplied.

Upon successful completion of this academy, students will gain credit for Work Experience 12 (given necessary course work has been completed).

A list of academy rules will be given to each successful applicant; students who do not comply with these rules or who arrive with physical or other limitations that preclude their full participation will be sent home without a refund. Given a replacement can be found and the reason is valid, money can be refunded if the school district is given advance notice (say, two weeks before the academy).

This academy is an excellent learning experience but will be extremely challenging both mentally and physically. If you have any questions, please contact either your school Counsellor, District Coordinator (Doug MacLean, 604-341-8977), or your RCMP School Liaison Officer.

Thank you for your interest in participating in this unique learning experience.

Doug MacLean
Career Programs Coordinator, Coquitlam SD43

REQUIREMENTS AND INFORMATION

Applications are open to students attending public secondary school in the municipalities of: Coquitlam, Burnaby, North Vancouver, Richmond and Surrey.

The applicants must meet the following criteria to be considered:

- Be at least 16 years of age (as of December 31, 2018)
- Be either a Canadian citizen or a Permanent Resident
- Have genuine interest in police, or related, work as a career
- Be in good academic standing in all classes (ideally failing no classes as some school will be missed)
- Have a very good “attendance” and “lates” record at school; good “work habits” (ideally, all ‘S’ or ‘G’)
- Display a willingness to: communicate, work cooperatively with others, take direction, and be receptive to feedback
- Complete the application package themselves
- Be able to communicate effectively (orally, reading and writing) in English
- Be recommended, endorsed and supported by school staff
- Be physically fit and healthy, with a fitness plan in place in preparation for passing the fitness test and physical rigors of the academy.
- Be a non-smoker for the duration of the academy
- Give up the use of personal electronic, media and communication devices for the duration of the academy (**These devices are not to be brought to the Youth Academy**)
- Adhere to the RCMP standards of dress and grooming for uniformed police officers
- Complete the top portion of the form for a criminal record and police indices check.
Do NOT take this form to an RCMP Detachment. RCMP members from your detachment who are involved in the Youth Academy will conduct a criminal record check for you.
- Students who have previously attended and completed the RCMP Youth Academy are not eligible to apply again.

Medical Awareness and Issues:

- Police Officers must maintain a high level of fitness to perform their duties effectively and professionally.
At the RCMP Youth Academy, students will be expected to be in good condition as well as injury and illness free. Any information regarding injuries or illness must be disclosed immediately to the Academy staff. The report of injuries, illness or medical conditions does not necessarily exclude participation at the RCMP Youth Academy. However, if the injury, illness or medical condition surfaces during the activities at the RCMP Youth Academy, the student may be sent home. All information regarding injuries, illness and medical conditions will remain confidential.
- The physical components of the RCMP Youth Academy include a conditioning program, participation in team sport games, and simulations of police scenarios involving apprehending and controlling subjects.
- The students will be exposed to a rigorous simulated physical ability requirement evaluation, which is similar to that currently required for RCMP applicants. Completion of this test requires participants to perform at near maximum heart rates, challenge upper body strength, muscular endurance and coordination skills.

- It is the recommendation of the RCMP Youth Academy that applicants undergo a medical examination by a physician if the applicant or the parents or guardians have any concerns or are uncertain if the student is prepared.
- The applicants must have proof of a personal or school accident liability insurance plan. Information about the school plan is available at each of the high school sites

Selection Process:

- Applications must be handed into a school/staff member (counselor, career facilitator, work experience teacher...) by the date listed in this application
- Upon successful completion of **security screening**, applicants will be contacted by the RCMP to participate in the **Physical Fitness Test** (push-ups, sit-ups, run)
- Upon successful completion of Physical Fitness Test, applicants will be contacted by the RCMP to participate in a **personal, oral interview** process scheduled for mid- to late-January
- Final selections will be made by Friday, January 26, 2016. All interviewed applicants will be notified in writing of their standing shortly thereafter.
- A **MANDATORY** information session for students and their parents or guardians will be held on **Wednesday, February 20, 2019, at 7.00 p.m., at Burnaby Central High School** located at 6011 Deer Lake Parkway, Burnaby, B.C. Uniform measurements will be taken at that time. The pre-reading study material will also be issued. The Alternate Applicant **MUST** attend this meeting.

Physical Fitness Test Preparation:

Applicants should **begin doing daily physical activity now**, of some kind, in order to help prepare them for the sit-ups, push-ups and run that will be conducted in January. Students who do not pass **all** categories of the physical fitness test may not be able to continue in the application process.

Personal Interview Preparation:

- The personal interview will happen at the local RCMP detachment
Dress and act appropriately for a professional interview
Besides you, there will be 1-2 RCMP members and 1-2 school district personnel
It will last approximately 15 minutes
- During your interview, some of the questions you will be asked may include:
 - Reference to marks, work habits, attendance, and/or lates at high school
 - Involvement in school- or district-based activities
 - Key points that you were asked to include on your resume
(ex: volunteer, work exp., community involvement, physical fitness and healthy life style decisions, research about RCMP career)
- In order to be prepared for your interview it is recommended that you take some time before hand to think about some of the experiences you have had, some of the choices you have made and anything you feel you have learned from them
- Some of the questions will cause you to think about decisions you have made in your past and what you have learned from them. These questions will give you an opportunity to think about and discuss your sense of **honesty, integrity, compassion, professionalism, respect and accountability.**

ACCIDENT AND LIABILITY INSURANCE

Your son, daughter, or ward is currently participating in a work experience program that is organized and monitored by teachers.

Placements are made with many different employers and organizations throughout the Lower Mainland. Worksites are considered either Standard or Non-Standard under the Workers' Compensation Act.

A Standard Work Site is a location at which a worker carries out career related tasks and responsibilities under the general supervision of a work-site employer. It also applies to a situation of self-employment. This Standard work site is covered by the Workers' Compensation Act.

A **Non-standard Work Site** is a location created by a school or school board for the purpose of training students for an occupation or career, or an existing public or private training institution in which a student is placed for training purposes.

Workers' Compensation Board coverage does NOT apply on a Non-standard work site.

For the purposes of the Lower Mainland School District RCMP Youth Academy your son, daughter or ward has **an opportunity for work experience placement at a Non-standard worksite. The Youth Academy is not held on RCMP property.**

In order to ensure some liability coverage for students participating in non-standard worksite work experience situations it is highly recommended that you have or purchase student accident insurance for your son, daughter or ward prior to placement at this type of work site.

Information on a student accident insurance policy ("Kids Plus": www.kidsplus.ca/buy) is available through the school. Coverage for one student for one year is usually around \$15. The coverage is usually offered to all students at the start of each school year.

If you have any questions please contact the school district's coordinator
(Doug MacLean, *Career Programs Coordinator*, at 604-341-8977)

Some students may already have this coverage under their Parent or Guardian. The coverage is not part of MSP and is usually privately arranged through an employer's extended benefit package such as Blue Cross.

If your son, daughter or ward is accepted into the Youth Academy it is strongly recommended that you have this coverage.

RULES AND REGULATIONS

1. Once at the Academy site, students shall not leave the Stillwood Camp and Conference Centre property without specific direction from staff.
2. Students shall turn in all medications to the Academy Medical Staff immediately upon arrival. Designated staff will monitor the taking of medication as prescribed. Ana-kits and inhalers shall be reported upon arrival; however, will be retained by the student.
3. Alcohol, non-prescription drugs and any other intoxicants are prohibited.
4. No protein powders, creatine, and/or other supplements may be brought to the camp (unless medically prescribed - a doctor's note must accompany the student to the camp).
5. Smoking, including eCigarettes or chewing tobacco, is not permitted at the Academy at any time.
6. Students shall not enter the accommodations or rooms of the opposite gender, unless accompanied by a staff member.
7. Students shall remain in their assigned living quarters from 2130 to 0530 hours, unless specifically directed otherwise by staff or in the event of an emergency.
8. Students are responsible to ensure the cleanliness and organization of facilities, including assigned student quarters (dorms) in accordance with directions from staff. Personal quarters (dorms) will be subject to daily inspections.
9. Students shall use only those camp facilities assigned to them and not make use of other facilities or amenities without specific direction from a staff member.
10. Students shall comply with the following basic RCMP dress, deportment, and personal grooming regulations for uniform RCMP personnel:

Both male and female students will:

- Remove all jewellery, rings, bracelets, necklaces, earrings, oral piercings and all other body piercings that are not covered by clothing, for the duration of the Academy.
- Wristwatches are strongly recommended.
- Hair that is coloured must be of a uniform, naturally occurring colour.
- Hair may not be spiked up. Nail polish and cosmetic products are not to be worn.
- For allergy reasons, the Academy is a scent free environment.

Male students will:

- Have a hair cut in a style that is above the collar of a collared shirt (not a t-shirt). Hair must be cut so that will not cover the ears. Bangs are not to cover the eyes or eyebrows. Sideburns are to be no longer than the top third of the ear.
- Faux-hawks are not acceptable.
- All male students will be clean-shaven and will shave daily if necessary. A trimmed moustache is acceptable. Goatees, beards, and long sideburns are not acceptable.

Female students will:

- Maintain their hair up and off the collar, away from the ears and clear of the forehead. The regulations described above do not detail the provisions, which are in place to accommodate religious and cultural requirements. These can be addressed individually upon the request of the student.

11. The issued uniform, including hats, will be worn when and as directed.
12. No personal electronic devices (ex: laptops, iPods, Apple Watch, cell phones, blackberries etc...) are not permitted at the Academy.
13. Due to the compressed format of the Academy syllabus there are no provisions in place to accommodate time away from the Academy or for visits at the Academy site.
14. Students must always follow and obey all directions from the Academy staff.
15. Full disclosure of any injuries or illness must be made to an Academy staff member, prior to or during the Academy. The disclosure is to ensure the continued health of the Student.

Important Notice to Parents and Students

Any student who fails to comply with the rules, regulations, staff directions or staff guidance, or who becomes disruptive at the Academy, may have their participation in the Academy cancelled and will be immediately returned home at their own expense without any refund of the student fees. Students will not receive credit for Work Experience 12.

FITNESS JOURNAL

(Please print very clearly)

The RCMP will test you in three areas: Push-ups, Sit-ups and a Run.

If you do NOT pass all three aspects of the Fitness Testing there is a 95% chance that you are NOT moving on to the Personal Interview stage... you must train for this day!

Here is how each will be tested:

- **Push-ups**
 - **minimum of 15 continuous push-ups in 1 minute**
(you will continue doing push-ups for the full 60 seconds to show your 'maximum' output)
 - once you begin your push-ups, you are not allowed to stop for a rest or to catch your breath... if you do, then the counting stops and that is your result
 - back, butt and legs must remain straight
 - they will be done on your toes, not your knees
 - one complete push-up will be from the up 'locked elbows' down to "your chin touching the closed fist of the person counting" and back up to straight elbows
- **Sit-ups**
 - **minimum of 30 continuous sits-ups in 1 minute**
(you will continue doing sit-ups for the full 60 secs to show your 'maximum' output)
 - once you begin your sit-ups, you are not allowed to stop for a rest or to catch your breath... if you do, then the counting stops and that is your result
 - your counter will secure your feet on the ground
 - hands will remain hooked behind (holding) your ears
 - one complete sit-up will be from the down 'shoulders on ground' up to "both your elbows touching the tops of your knees" and back down... "crunches" will NOT count
- **Run**
 - **6 laps of a 400-metre track** (ex: Town Centre "stadium" Oval by Lafarge Lake) **in 12 mins or less**
 - once you begin the run, you cannot stop... it's a continuous run... no shedding of clothes as you run (ex: you cannot remove your sweat top on lap 4 of the run because you are too hot)

Recording entries in your Fitness Journal:

- **"Push-ups"** and **"Sit-ups"**... record how many sets of "1 minute" sessions you did for that day
 - do not record how many actual push-ups or sit-ups you did, just record the number of sets you did... you know you will need to do at least 15 and 30 respectively in order to pass
- **"Run"**... include distance and time
 - if something other than 'straight running' in a trail or laps around a track, like 'Interval training' or 'stairmaster', might be worth mentioning
 - **At least twice a month**, please run 6 laps of a 400-metre track and record this in your journal
- **"Other"**... list any physical activities you do to increase your fitness level
 - this can include such activities as a PE class you take at school or a team/club you are part of in the community... any personal activities that you feel help in your conditioning

You will be required to **show your Fitness Journal** at different points during this application process, please keep it up to date and available.

NOV.	<u>PUSH-UPS</u>	<u>SIT-UPS</u>	<u>RUN</u>	<u>OTHER</u>
	<i>Ex: 3 sets</i>	<i>Ex: 4 sets</i>	<i>Ex: 2 laps of track in 5 min 12 sec</i> <i>Ex: "Run-Jog-Run" intervals for 20 mins</i>	<i>Ex: 1 hr in weight room</i> <i>Ex: 45-min Cross-Fit</i>
1	(1-min) sets	(1-min) sets		
2	(1-min) sets	(1-min) sets		
3	(1-min) sets	(1-min) sets		
4	(1-min) sets	(1-min) sets		
5	(1-min) sets	(1-min) sets		
6	(1-min) sets	(1-min) sets		
7	(1-min) sets	(1-min) sets		
8	(1-min) sets	(1-min) sets		
9	(1-min) sets	(1-min) sets		
10	(1-min) sets	(1-min) sets		
11	(1-min) sets	(1-min) sets		
12	(1-min) sets	(1-min) sets		
13	(1-min) sets	(1-min) sets		
14	(1-min) sets	(1-min) sets		
15	(1-min) sets	(1-min) sets		
16	(1-min) sets	(1-min) sets		
17	(1-min) sets	(1-min) sets		
18	(1-min) sets	(1-min) sets		
19	(1-min) sets	(1-min) sets		
20	(1-min) sets	(1-min) sets		
21	(1-min) sets	(1-min) sets		
22	(1-min) sets	(1-min) sets		
23	(1-min) sets	(1-min) sets		
24	(1-min) sets	(1-min) sets		
25	(1-min) sets	(1-min) sets		
26	(1-min) sets	(1-min) sets		
27	(1-min) sets	(1-min) sets		
28	(1-min) sets	(1-min) sets		
29	(1-min) sets	(1-min) sets		
30	(1-min) sets	(1-min) sets		
DEC.	<u>PUSH-UPS</u>	<u>SIT-UPS</u>	<u>RUN</u>	<u>OTHER</u>

1	(1-min) sets	(1-min) sets		
2	(1-min) sets	(1-min) sets		
3	(1-min) sets	(1-min) sets		
4	(1-min) sets	(1-min) sets		
5	(1-min) sets	(1-min) sets		
6	(1-min) sets	(1-min) sets		
7	(1-min) sets	(1-min) sets		
8	(1-min) sets	(1-min) sets		
9	(1-min) sets	(1-min) sets		
10	(1-min) sets	(1-min) sets		
11	(1-min) sets	(1-min) sets		
12	(1-min) sets	(1-min) sets		
13	(1-min) sets	(1-min) sets		
14	(1-min) sets	(1-min) sets		
15	(1-min) sets	(1-min) sets		
16	(1-min) sets	(1-min) sets		
17	(1-min) sets	(1-min) sets		
18	(1-min) sets	(1-min) sets		
19	(1-min) sets	(1-min) sets		
20	(1-min) sets	(1-min) sets		
21	(1-min) sets	(1-min) sets		
22	(1-min) sets	(1-min) sets		
23	(1-min) sets	(1-min) sets		
24	(1-min) sets	(1-min) sets		
25	(1-min) sets	(1-min) sets		
26	(1-min) sets	(1-min) sets		
27	(1-min) sets	(1-min) sets		
28	(1-min) sets	(1-min) sets		
29	(1-min) sets	(1-min) sets		
30	(1-min) sets	(1-min) sets		
31	(1-min) sets	(1-min) sets		
JAN.	<u>PUSH-UPS</u>	<u>SIT-UPS</u>	<u>RUN</u>	<u>OTHER</u>

1	(1-min) sets	(1-min) sets		
2	(1-min) sets	(1-min) sets		
3	(1-min) sets	(1-min) sets		
4	(1-min) sets	(1-min) sets		
5	(1-min) sets	(1-min) sets		
6	(1-min) sets	(1-min) sets		
7	(1-min) sets	(1-min) sets		
8	(1-min) sets	(1-min) sets		
9	(1-min) sets	(1-min) sets		
10	(1-min) sets	(1-min) sets		
11	(1-min) sets	(1-min) sets		
12	(1-min) sets	(1-min) sets		
13	(1-min) sets	(1-min) sets		
14	(1-min) sets	(1-min) sets		
15	(1-min) sets	(1-min) sets		
16	(1-min) sets	(1-min) sets		
17	(1-min) sets	(1-min) sets		
18	(1-min) sets	(1-min) sets		
19	(1-min) sets	(1-min) sets		
20	(1-min) sets	(1-min) sets		
21	(1-min) sets	(1-min) sets		
22	(1-min) sets	(1-min) sets		
23	(1-min) sets	(1-min) sets		
24	(1-min) sets	(1-min) sets		
25	(1-min) sets	(1-min) sets		
26	(1-min) sets	(1-min) sets		
27	(1-min) sets	(1-min) sets		
28	(1-min) sets	(1-min) sets		
29	(1-min) sets	(1-min) sets		
30	(1-min) sets	(1-min) sets		
31	(1-min) sets	(1-min) sets		

PERSONAL INFORMATION FORM

(Please print very clearly)

STAFF USE ONLY:

Section Number: _____

Dorm: _____

School Information:

School Name: _____

School District: Coquitlam SD #43

Present Grade (as September 30, 2018): 10 11 12

School Contact (first and last name): _____

School Contact Work Telephone Number: _____

Applicant (Student) Personal Information:

Note:

- **STUDENTS should fill this portion out themselves** however it is recommended that a parent or guardian be consulted to ensure accuracy
- Your legal name is what appears on your birth certificate, immigration documents, passport, and driver's licence
- Your preferred name(s) is the name most people know you by... what you use at school

Your full **Legal** last name: _____

Your full **Legal** first name: _____

Your full **Legal** middle name: _____

Your **preferred** name (name you use at school): _____

Your Full Home Address: _____

City: _____ Postal Code: _____

Your Telephone Number: _____

How long have you lived at the above address? _____ years _____ months

Have you lived in another city, province, and/or country than the one you list above? yes no

If "yes", where? (list all): _____

How long did you live there? (list all): _____

Your Citizenship Status (circle appropriate): Canadian Permanent Resident

Your personal email Address (print very clearly): _____

Gender: _____

Date of Birth: (yyyy/mm/dd) _____ / _____ / _____

Place of Birth: _____
City Province Country

Current Age: _____

Hair Color: _____

Eye Color: _____

Height: _____ cm

Weight: _____ kg

Do you have a driver's licence? yes no

If 'yes':

What province is it issued? _____

What is the Driver's License Number: _____

Care Card Number: _____

It is presumed that most high school students live with at least one supervising adult who is responsible for them.

For the purposes of this application this person is referred to as your Parent or Guardian, although they may be a step-parent, foster-parent, grand-parent, uncle, aunt, adult brother or sister, or some other type of relative or legally appointed supervisor.

Students who live on their own should advise their school counsellor or Work Experience teacher when they submit their application.

The next few lines of information apply to your **Parent or Guardian**.

Full **legal** last name: _____

Full **legal** first name: _____

What is his/her relationship to you? _____

Home telephone number: _____

Cellular telephone number: _____

Work telephone number: _____

In case you become ill or are injured while you are at the Youth Academy, please list two (2) other people who can be contacted to help out in this situation.

The Youth Academy staff will contact the parent or guardian you listed above first, but if for some reason they cannot be reached we require two more. These emergency contacts must:

- listed in the order that they should be contacted,
- be adults who have a car and are able to drive,
- live in the Lower Mainland and who will be available during the Academy,
- ideally be parents, relatives, or legal guardians, **and**
- be informed, by you, that they are being listed as an emergency contact

Contact #1:

Full Last Name: _____

Full First Name: _____

What is his/her relationship to you? _____

Full (mailing) Address: _____

Home Telephone Number: _____

Cellular Telephone Number: _____

Work Telephone Number: _____

Contact #2:

Full Last Name: _____

Full First Name: _____

What is his/her relationship to you? _____

Full (mailing) Address: _____

Home Telephone Number: _____

Cellular Telephone Number: _____

Work Telephone Number _____

APPLICANT MEDICAL INFORMATION

(Please print very clearly)

Family Doctor name: _____

Address: _____

Telephone Number: _____

Please list any allergies to specific foods:

Please list any dietary or religious food considerations:

(ex: Vegetarian, Ovo-lacto, do not eat Pork, etc...). _____

Please list any allergies to any medications:

Please list any conditions you have which might require consideration within certain types of educational or occupational environments: (For example: Dyslexia, Epilepsy, Diabetes, etc...)

Please list any conditions, injuries or illnesses affecting your physical activity:

If you have been under the care of a Doctor for **ANY** reason within the preceding two (2) years please explain:

If you are currently on any medications, please list them and include the reason for taking them:

What was the date of your most recent tetanus shot (immunization)?

APPLICANT DECLARATION

I, (print **Applicant's** name) _____,
declare that I have read **ALL** the information, especially the **first 9 pages** where it clearly stated all the rules, regulations and expectations, in the RCMP Youth Academy package.

I asked any questions that I might have had about the academy with my parents/guardians; school personnel (ex: counsellor, administrator, teachers, work experience teacher...) and/or school district personnel (ex: district coordinator).

I understand that the RCMP Youth Academy will be a physically demanding program.

I am not aware of any existing medical conditions or physical problems that would place me at risk by taking part in the program.

I have personally answered all questions honestly.

I am prepared to undertake the challenges presented at the Academy.

I understand that my acceptance for the RCMP Youth Academy will be based, in part, on the expectation and confirmation that my behaviour both within my school district and within my community will have been beyond reproach.

I understand that, at any point in the application process and, if accepted, at any point after my application has been accepted, I will immediately notify my School District representative and their RCMP representative of any circumstance, within my school district and or within my community, or adverse contact with the police, that may bring the appropriateness of my behaviour into question.

I understand that such circumstances as stated above may not necessarily result in my being removed as an applicant or student for the RCMP Youth Academy however, a failure to disclose or conceal any of the circumstances mentioned above will result in my removal as an applicant or student.

Applicant Signature: _____

Date: _____
(yyyy-mm-dd)

** leave RCMP member signature blank for now, it will be signed at your personal interview **

RCMP Member Signature: _____
(constable will sign at Personal Interview... leave blank until then)

Date: _____
(yyyy-mm-dd)

PARENT OR GUARDIAN DECLARATION

I, (print **Parent** or **Guardian** name) _____,
declare that I have read **ALL** the information, especially the **first 9 pages** where it clearly stated all the rules, regulations and expectations, in the RCMP Youth Academy package.

I asked any questions that I might have had about the academy with my son/daughter/ward; school personnel (ex: counsellor, administrator, teachers, work experience teacher...); and/or school district personnel (district coordinator).

I have read over the answers/responses of the applicant, and support the honesty and accuracy that my son/daughter/ward has answered all the questions.

I totally support my son's/daughter's/ward's application.

I understand that the RCMP Youth Academy will be a physically demanding program.

I am not aware of any existing medical conditions or physical problems that would place my son/daughter/ward at risk by taking part in the program.

I declare that my son/daughter/ward is prepared to undertake the challenges presented at the Academy.

I understand that my son's/daughter's/ward's acceptance for the RCMP Youth Academy will be based, in part, on the expectation and confirmation that their behaviour both within our school district and within our community will have been beyond reproach.

I understand that, at any point in the application process and, if accepted, at any point after my son's/daughter's/ward's application has been accepted, they will immediately notify their School District representative and their RCMP representative of any circumstance, within our school district and or within our community, or adverse contact with the police, that may bring the appropriateness of my son, daughter, wards, behaviour into question.

I understand that such circumstances as stated above may not necessarily result in my son/daughter/ward being removed as an applicant or student for the RCMP Youth Academy however, a failure to disclose or conceal any of the circumstances mentioned above will result in my son's/daughter's/ward's removal as an applicant or student.

Parent//Guardian Signature: _____

Date: _____
(yyyy-mm-dd)

SCHOOL DECLARATIONS

Candidates: Please obtain the name and signature from an **administrator**, **your counsellor** and a **teacher** you have recently taken a course or extra-curricular event with.

I, (print **Administrator's** name) _____,
know, encourage and **support** this student in his/her quest to be accepted into the RCMP Youth Academy. I feel this candidate would benefit greatly from this experience and be a **wonderful ambassador of our school and our school district**.

I, (print **School Counselor's** name) _____,
know, encourage and **support** this student in his/her quest to be accepted into the RCMP Youth Academy. I feel this candidate would benefit greatly from this experience and be a **wonderful ambassador of our school and our school district**.

I, (print **Teacher's** name) _____,
know, encourage and **support** this student in his/her quest to be accepted into the RCMP Youth Academy. I feel this candidate would benefit greatly from this experience and be a **wonderful ambassador of our school and our school district**.

I have discussed this RCMP Youth Academy with the candidate. Part of the discussion was in the area of attendance, grades, work habits and behaviour.

I understand that this student's application for the RCMP Youth Academy will be based, in part, on the expectation and confirmation that their behaviour both within our school district and within our community will have been beyond reproach.

I understand that, at any point in the application process and, if accepted, at any point after this student's application has been accepted, the school district will immediately notify their RCMP representative of any circumstance, within our school district and or within our community, or adverse contact with the police, that may bring the appropriateness of this student's behaviour into question.

I understand that such circumstances as stated above may not necessarily result in this student being removed as an applicant or student for the RCMP Youth Academy however, a failure to disclose or conceal any of the circumstances mentioned above will result in this student's removal as an applicant or student.

Administrator Signature: _____

Date: _____
(yyyy-mm-dd)

Counselor Signature: _____

Date: _____
(yyyy-mm-dd)

Teacher Signature: _____

Date: _____
(yyyy-mm-dd)

RCMP CRIMINAL RECORD AND POLICE INDICES CHECK

(Please print very clearly)

Name (print Applicant name): _____

1. To your knowledge, have you, or any of your family members, ever been the subject of a police criminal investigation? If "yes", please explain.

2. I, (print Applicant name) _____, give permission to the Royal Canadian Mounted Police to obtain all information necessary to qualify me in this Work Experience Program. It is understood that the RCMP will have final authority in the approval or rejection of an application, and whose decision or the criteria, or method of arriving at such a decision, will not be questioned or objected to by me, and I will bear no grievance against the RCMP in this respect.

Note: Any false, misleading or omitted information with respect to this application will be grounds for; removal from the application process or, if accepted, immediate removal from the academy.

Applicant Signature: _____

Date: _____
(yyyy-mm-dd)

Parent//Guardian Signature: _____

Date: _____
(yyyy-mm-dd)

RCMP / STAFF USE ONLY:

(These check boxes are for police use only, please check applicable box)

☐ CPIC Persons Check:

☐ CPIC CNI And CR:

☐ PIRS PROS PRIME:

☐ Driving Record:

Interview Notes:

Police Interview Recommendations:

Police Interviewer Name: _____ Date: _____ Approved: Y / N

APPLICATION FORM QUESTIONS
(in your own handwriting... use pen)

Why do you wish to take part in the RCMP Youth Academy?

Explain **your view** of the Police **officer's role(s)** in society.

STANDARD PHYSICAL FITNESS TEST

(Please print very clearly)

Student Name: _____
(last) (preferred first)

School Name: _____

School District: Coquitlam SD #43

Physical Fitness Test:

All candidates will be notified as to the date and time of the test well in advance by email.
This fitness test will be overseen by an **RCMP Officer** or their designate.

Candidates:

Ensure that the Standard Physical Fitness Testing form is completed with name, school name, and school district.

Results will be entered after the group testing.

If a candidate attends the Academy and it is apparent that they have not maintained the minimum fitness standards, the candidate may be sent home.

Procedure:

- ☐ **Run:** "Cooper's Test"
[run 6 laps of a 400-metre track (2.4 km) in 12 minutes or less]
- ☐ **Push-ups:** Perform the **maximum** number of continuous full body push-ups (on your toes) in 60 seconds [minimum number - 15 push-ups]
- ☐ **Sit-ups:** Perform the **maximum** number of continuous sit-ups in 60 seconds [minimum number - 30 sit-ups]

TEST	RESULTS	COMMENTS
2.4 km run		
Push-ups		
Sit-ups		

Date of Test: _____

Examiner's Name: _____

Examiner's Signature: _____

Signature of Applicant: _____

MEDIA COVERAGE AND PHOTOGRAPHY NOTICE

The *Freedom of Information and Protection of Privacy* legislation came into effect for schools in the fall of 1994. To ensure that we are complying with the legislation, please read the following information carefully.

Media Coverage and Photographs:

From time to time, the school receives requests from newspaper and television reporters to visit our schools and Partnership Programs to do a story about some aspect of the school or its programs.

Requests of this nature are given careful consideration and approval may only be granted by the Principal and the Superintendent of Schools. There is a possibility the reporters will want to take photographs or film footage to accompany their story. While the schools attempt to cooperate with the media wherever possible, the school districts recognize there are instances where publicity of this nature is not welcome by individuals.

As well, in the school districts, district staff can photograph individual students and groups of students to commemorate events and to promote various educational, sports and cultural events taking place in the district.

Therefore, parents may not wish their child to appear in a newspaper photograph or to be televised while involved in school activities, or have their child photographed by district staff for promotional purposes. Accordingly, please tick off the appropriate box below and please sign the form below and the schools will work with you and your child to minimize the possibility of this happening.

- ☐ **I agree** my child **may be** involved in media coverage and may be photographed by school district and/or RCMP staff
- ☐ **I do not** wish my child to be involved in media coverage or to be photographed by school district and/or RCMP staff

Student Name: _____

School Name: _____

Parent//Guardian Name (please print): _____

Parent//Guardian Signature: _____

Date: _____
(yyyy-mm-dd)



POLICE OBSERVER PROGRAM WAIVER

PROGRAMME D'OBSERVATEUR DU TRAVAIL POLICIER - DÉSISTEMENT

Applicant – Participant	Date of Birth Date de naissance	Address - Adresse	Province BC
Next of Kin - Nom du plus proche parent	Program – Programme Lower Mainland 2019 RCMP Youth Academy		

IF UNDER 18 YEARS OF AGE, SECTIONS B, C, D AND E APPLY. IF OVER 18 YEARS OF AGE, SECTIONS A, B, C AND E APPLY.

LES PARTIES B, C, D ET E S'APPLIQUENT AUX MOINS DE 18 ANS. LES PARTIES A, B, C ET E S'APPLIQUENT AUX PLUS DE 18 ANS.

A WAIVER OF CLAIM

Being the age of majority in consideration of my participation with the Royal Canadian Mounted Police (RCMP) in the Program stated above, I hereby absolve and save harmless the RCMP and its individual employees and agents from liabilities, causes of action, damages or otherwise for defamation, personal injury or loss of or damage to property however caused by or resulting from my participation in the program stated above.

DÉSISTEMENT DE REVENDICATION

Ayant atteint la majorité et en considération de ma participation avec la Gendarmerie royale du Canada (GRC) au programme nommé ci-dessus, je dégage par les présentes la GRC et ses employés et agents de toute responsabilité, matière à procès, poursuite en dommages-intérêts ou autre, relativement à toute diffamation, blessure, perte ou dommage matériel subi en raison de ou à la suite de ma participation audit programme.

B AGREEMENT TO CONSENT FOR APPLICATION

I do declare that prior to seeking publication of any article or other material containing information of which may come into my possession through my participation in a Police Observer Program with the Royal Canadian Mounted Police (RCMP), I will submit same for review by the Commander of the RCMP Division wherein I participate.

CONVENTION DE PUBLICATION

Je conviens qu'avant de faire publier quelque ouvrage ou article que ce soit contenant des renseignements que je pourrais obtenir lors de ma participation au Programme d'observateur du travail policier avec la Gendarmerie royale du Canada (GRC), je devrai le soumettre d'abord à l'approbation du commandant de la division de la GRC où j'aurai pris part à ce programme.

C DECLARATION OF CONFIDENTIALITY

I do solemnly declare that I will not disclose to any person outside the RCMP any information of which may come into my possession through my participation in a Police Observer Program with the Force, without authorization from the Commander of the RCMP Division where I participate.

ENGAGEMENT AU SECRET

Je m'engage solennellement à ne divulguer à quiconque n'appartenant pas à la GRC aucun des renseignements que je pourrais obtenir lors de ma participation au Programme d'observateur du travail policier avec la Gendarmerie, à moins d'en avoir d'abord obtenu l'autorisation du commandant de la division de la GRC où j'aurai pris part à ce programme.

D AUTHORIZATION AND WAIVER OF CLAIM

Being the parent/guardian of the participant I hereby authorize his/her participation with the RCMP in the program stated above. Furthermore and in consideration of the said participation, I hereby absolve and save harmless the RCMP and its individual employees and agents from liabilities, causes of action, damages or otherwise for defamation, personal injury or loss of or damage to property, howsoever caused by or resulting from the said participant of the above participant in the program stated.

CONSETEMENT ET DÉSISTEMENT DE REVENDICATION

En tant que parent/tuteur du participant, par les présentes je consens à le laisser participer avec la GRC au programme nommé ci-dessus. De plus, et en considération de ladite participation, je dégage par les présentes la GRC et ses employés et agents de toute responsabilité, matière à procès, poursuite en dommages-intérêts ou autre, relativement à toute diffamation, blessure, perte ou dommage matériel subi en raison de ou à la suite de la participation du participant audit programme.

E WITNESS AGREEMENT

I fully understand that, as a result of my participation with the RCMP in this Police Observer Program, I may be required and hereby agree to testify as a witness in future proceedings and that I may also be required and hereby agree to provide a statement and/or a detailed written account of my observations and actions in that regard. I also recognize and hereby agree that these written statements and/or accounts are subject to release to the defence counsel of an accused person where they are relevant to that person's defence in a related criminal proceeding.

CONVENTION DU TÉMOIN

Je sais que par suite de ma participation au Programme d'observateur du travail policier avec la GRC, je pourrais être tenu, dans le cadre de poursuites judiciaires, de témoigner et de fournir des déclarations ou des comptes rendus écrits détaillés de mes observations et de mes actions, et j'accepte de le faire. Je sais aussi que ces déclarations ou comptes rendus pourraient être communiqués à l'avocat d'un accusé s'ils peuvent servir à sa défense dans le cadre de poursuites criminelles auxquelles ils sont liés, et j'accepte qu'ils soient communiqués à l'avocat de cet accusé.

SIGNATURES

Witness – Témoin	Parent or Guardian - Parent ou Tuteur	Applicant - Participant
Approved - Approuvé Place - Lieu Date	Place – Lieu	Date

RCMP Youth Academy “Resume”

To be completed in **pen** by the **student applicant... print clearly**

Student Name (first + last): _____ **Date of Birth:** _____

Student Email (print clearly): _____

Student Cell Phone #: _____ **Student Home Phone #:** _____

Previous Police Academies:

Have you applied for or attended any academy in the past? ☐ Yes ☐ No

If “yes”, which one(s) and when? _____

Future Plans:

What are your **career** aspirations? _____

What are your **educational** plans after high school? _____

Give 2 examples of things you have done in the past 6 months that you feel will help you with your ‘Future Plans’:

1. _____

2. _____

Community Service or Volunteer (unpaid) Experience: [list most current first]

Organization #1: _____ Time Period: _____

Contact Person: _____ Phone number of contact: _____

Responsibilities/Duties: _____

Organization #2: _____ Time Period: _____

Contact Person: _____ Phone number of contact: _____

Responsibilities/Duties: _____

Work (paid) Experience: [list most current first]

Company #1: _____ Time Period: _____

Contact Person: _____ Phone number of contact: _____

Responsibilities/Duties: _____

Company #2: _____ Time Period: _____

Contact Person: _____ Phone number of contact: _____

Responsibilities/Duties: _____

Social Media:

Check all the social media you use and/or have an account with:

☐ Facebook ☐ Snapchat ☐ Instagram ☐ Twitter ☐ Vine ☐ Tumblr

☐ Other (be specific): _____

Maintaining a Healthy & Active Lifestyle:

School and/or community clubs and/or teams you belong to (level and the frequency of activity): _____

Individual personal training (type, duration and frequency of your workouts): _____

Hobbies & Interests:

Briefly Explain Experiences you have done to explore your **interest in a “law enforcement” career:**

Courses: _____

Lectures or Workshops: _____

Internet research: _____

Personal Interviews: _____

Other: _____

Three (3) References [not related to you and whom you have known for at least 2+ years]

Name: _____ How you know him/her: _____

Address of reference: _____

Contact numbers: (home) _____ (cell) _____ (work) _____

Name: _____ How you know him/her: _____

Address of reference: _____

Contact numbers: (home) _____ (cell) _____ (work) _____

Name: _____ How you know him/her: _____

Address of reference: _____

Contact numbers: (home) _____ (cell) _____ (work) _____

What 3 adjectives would the following people describe you with? (please have that person write their own answers):

your Best friend _____

Parent/Guardian _____

Counselor _____