

# Junior Police Academy

Sponsored By:

**Hawthorne Police Department  
Boys & Girls Club of Hawthorne  
Hawthorne Board of Education  
Hawthorne Municipal Alliance**



The year 2023 marks the 25<sup>TH</sup> anniversary of the Hawthorne Junior Police Academy. The program was started by Chief James Knepper in 1998 and has been a staple of middle school age students ever since. Actually, many of our current officers have attended the program while they were students at Lincoln Middle School. Although the program has grown from a dozen students at the inception to over 140 students in 2019, the concept has always remained the same. The

Junior Police Academy is designed to introduce students to different elements of law enforcement, while also giving them an opportunity to meet some of our officers. Thank you again for your ongoing support.

**T-shirt pickup will be on March 13, 2023, between 7:00 PM – 8:30 PM in the Hawthorne Municipal Court Room (445 Lafayette Avenue). JPA Instructors will be present to answer any questions or concerns, as well as go over your application.**

## **2023 Course Schedule**

*March 14, 2023 @ 7:00 PM LMS – Introduction; Physical Training and Defensive Tactics.*

*March 21, 2023 @ 7:00 PM LMS – Calls to Service.*

*April 4, 2023 @ 7:00 PM LMS – Night Time Motor Vehicle Stops.*

*April 15, 2023 @ 9:00 AM Hawthorne Police Department Firearms Range – Firearms Safety.*

*April 25, 2023 @ 7:00 PM Hawthorne Boys & Girls Club – Graduation*

*The Junior Police Academy will only be accepting applications from 7<sup>th</sup> and 8<sup>th</sup> graders. We apologize for any inconvenience.*

**Questions? Contact Ptl. Jason Minch @ [jminch@hawthornepdnj.org](mailto:jminch@hawthornepdnj.org)**

**\*\*KEEP THIS PAGE FOR YOUR RECORDS\*\***

# Junior Police Academy

## Frequently Asked Questions



### **What is the Junior Police Academy?**

The Junior Police Academy is a fun and informative program geared toward seventh and eighth graders. The purpose of the program is to show students different aspects of law enforcement, as well as to meet some of our officers. The classes are often rotated and have included everything from defensive tactics, Passaic County Jail tours, K9 dogs, and the Passaic County bomb squad.

### **Who instructs the program?**

The program is instructed solely by Hawthorne police officers.

### **Who can attend the Junior Police Academy?**

The Junior Police Academy will only be accepting seventh and eighth grade students from Lincoln Middle School (LMS), Hawthorne Christian Academy, and St. Anthony's School. If you reside in Hawthorne but attend a school outside of town, you are also welcome to attend.

### **Where should I return the application?**

You can return the application to the Hawthorne Police Department or the Boys and Girls Club of Hawthorne. You can also scan and email the application to Ptl. Jason Minch ([jminch@hawthornepdnj.org](mailto:jminch@hawthornepdnj.org)). Please make an effort to return it prior to the date listed on the application. Also, please use clear, legible handwriting.

### **How long are the classes?**

All evening LMS classes, the firearms safety demonstration, and SIDNE are 90 minutes long. Please be cognizant that we do not do the same courses every year.

### **Drop-off and pickup times:**

The LMS drop-off and pickup are in the northeast playground, and the sign-in table is located in the lunchroom. All students must use the lunchroom door to enter. During pickup, parents are encouraged to park on the street. Students will be dismissed to the playground at 8:30 PM.

For SIDNE, the class will take place in the Kohler (150 Wagaraw Road) main parking lot at 9:00 AM. The entrance to the parking lot is on Wagaraw Road. Pickup is at 10:30 AM from the same parking lot.

For firearms safety, the Hawthorne Police Range is located behind the Wagaraw Baseball Fields and the Recycling Center. Follow the dirt road under the train trestle and make a right.

### **Can I pick my child up early?**

We understand that family schedules are hectic. If you are planning on picking up your child early, please have your child advise one of the officers, or email Ptl. Jason Minch prior to the class.

**What if my child cannot make it to the class?**

Please email Ptl. Jason Minch of your child's absence. We encourage all students to attend a majority of the classes.

**What if my child has a disability?**

Please contact Ptl. Jason Minch, so that the program can be explained in depth. Our goal is to make sure all the students are safe and comfortable. The program is intended to mimic police training scenarios and often includes physical activity, loud noises, and other stimuli. Please be advised that although the program is conducted at LMS, there is no staffing from the Board of Education to assist with your child. A parent or designee of your choosing are welcome to attend with your child.

**What should my child wear to class?**

We strongly advise that your child wears athletic shoes, comfortable pants or shorts, and their issued Junior Police Academy T-shirt.

**Do students really get to shoot firearms at the range?**

Yes! As police officers, we believe that it is important for everyone to know firearms safety. Our Range Master and firearms instructors will go over safety protocol and assist the students accordingly. If your child does not wish to shoot a firearm, please advise an instructor prior to the class or email Ptl. Jason Minch. We also have the option of using Simunition guns that shoot small paint pellets.

If your child has his/her own safety goggles, eye glasses, or ear protection, bring them to the range. Otherwise, the officers will hand out ear protection to all students prior to the demonstration and eye protection prior to shooting.

**How do I get updates on the Junior Police Academy and other Hawthorne Police Department programs?**

Follow our Instagram pages, [@HAWTHORNENJPOLICE](#) and [@HAWTHORNE\\_PBA\\_LOCAL\\_200](#). Sign up for [NIXLE](#) on the Borough of Hawthorne homepage.

**Questions or concerns?**

Please contact Ptl. Jason Minch [jminch@hawthornepdnj.org](mailto:jminch@hawthornepdnj.org)

# Junior Police Academy Application



Dear Applicant:

Thank you for your interest in the Junior Police Academy. It is our desire to reach out to young people like you and inspire good citizenship through criminal justice education. Because the program demands the very best from its participants, students must meet the following qualifications:

- Students must be in grades 7 or 8 and maintain at least a “C” average.
- Students must not have been arrested or referred to the Juvenile Conference Committee.
- Students must not be involved with substance abuse: smoking, alcohol, or drugs.
- Parent/guardian must complete and sign a Release Of Liability Form.
- Students must sign the Student Behavioral Contract.
- **A student who feels he/she does not meet the qualifications can ask for a waiver.** To ask for a waiver, contact *Patrolman Jason Minch* at 973-427-1800.

All pages of this application must be completed and signed by the appropriate person(s), and returned to Hawthorne Police Headquarters at 445 Lafayette Avenue in Hawthorne or The Boys & Girls Club of Hawthorne at 150 Maitland Avenue in Hawthorne **no later than March 13, 2023**. All applicants are required to attend the majority of the classes. If you have any questions, please contact *Patrolman Jason Minch* at 973-427-1800, [jminch@hawthornepdnj.org](mailto:jminch@hawthornepdnj.org).

## APPLICATION FOR ENTRANCE TO JUNIOR POLICE ACADEMY:

NAME \_\_\_\_\_ AGE \_\_\_\_\_ GRADE (circle) 7 8

ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

T-SHIRT SIZE (ADULT SIZE) S M L XL XXL

# Junior Police Academy

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## 2023 Hold Harmless Agreement

I, the undersigned parent/guardian of \_\_\_\_\_, residing at \_\_\_\_\_,  
Child's Name (Print)

\_\_\_\_\_  
Address

do hereby give my son/daughter permission to attend the Hawthorne Police Department / Boys And Girls Club's Junior Police Academy and in consideration of allowing him/her to participate in the above named program I voluntarily and knowingly release and discharge the Junior Police Academy, Hawthorne Police Department, Boys & Girls Club of Hawthorne, Hawthorne Board Of Education, Hawthorne Municipal Alliance, Borough Of Hawthorne, and all instructors and participants in this program as well as all other(s) who may be liable from all claims, present and future, known or unknown, in any manner arising out of his/her participation in the Junior Police Academy program.

I also acknowledge that \_\_\_\_\_ has no limiting medical conditions  
Child's Name (Print)  
and is capable of participating in the program.

\_\_\_\_\_  
Parent/Guardian Signature

This hold harmless agreement is a testament to my understanding of the above evidence by my signature.

## **EMERGENCY INFORMATION**

Please provide emergency **Name, Address, Phone Number and E-Mail Address** below in the event we need to get in contact with you immediately. Please provide at least two contacts. **Print or Type Clearly.**

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## 2023 Student Code of Conduct

1. There will be no use and/or possession of tobacco products or drugs. Any student found to be in violation of this code will be immediately dismissed.
2. Students are required to arrive on time.
3. Students are expected to adhere to academy rules and regulations.
4. Students are required to obey all orders of academy instructors and are not to leave the classroom without the expressed permission of the instructor.
5. Should a student become ill or injured, he/she is to report immediately to the instructor.
6. Use of obscene, vulgar, or profane language will not be tolerated.
7. Students will conduct themselves in a professional manner at all times.

## Dress Code

This academy has been developed to give each student the best possible learning experience. Therefore, it is necessary that students present themselves in a neat and well-groomed manner. The Junior Police Academy will provide an academy T-shirt that should be worn to the academy classes.

## Student Behavioral Contract

The purpose of this contract is to inform the above-named student that he/she must comply with all provisions of the Junior Police Academy and to the specific terms set forth in this contract. The student understands that, due to the nature of this academy, there will be zero tolerance rules in effect. Undesirable conduct, such as horseplay or violation of the student code of conduct, will result in immediate removal of the student from the academy. This contract is in effect for the safety of all students and the maintenance of discipline and order. This contract represents an agreement by the students that he/she received a copy of the Code of Conduct and the student agrees to adhere to this Code of Conduct at all times—at home, in school and in the academy.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_