

**Windsor Heights Police Department
Ride-Along Program
Policy And Procedures**

PURPOSE:

To allow members of the community to accompany a Police Officer in the performance of their duty, to contribute to a better understanding of the police responsibility and operations.

PROCEDURE:

An applicant may submit a written request to the Chief of Police requesting a specific date and time. The Chief or designee will determine what date and time is available and respond to the applicant, arranging a scheduled ride period.

Applicants must be at least 14 years of age to qualify and applicants between 14 and 17 years of age must have notarized written parental consent on this form.

Applicants may not ride with officers after 10:00 PM without specific approval by the Chief or designee in the Chief's absence.

Division Commandors are responsible for managing the Ride-Along Program with regard to special limitations due to safety factors or other circumstances that impact the Patrol Division's obligations on a continuous basis. Whenever it appears that the Patrol Division's operations indicate danger or other factors that require terminating or limiting a Ride-Along, the Chief of Police has the authority to handle the program as deemed necessary.

Applicants must be neatly dressed, wearing shoes, shirt or other attire proper for the season. No weapons of any kind are permitted. Without a direct request from an officer, **APPLICANTS WILL NOT EXIT THE POLICE CAR** at crime scenes, traffic stops or other official action locations. Applicants will not converse with prisoners, nor give or receive anything from prisoners.

Whenever possible, applicants will be assigned to ride with Police Officers of the same gender.

Applicants will be required to sign a waiver and hold-harmless agreement prior to ride-along assignment.

Minors will be required to obtain notarized parental consent.

Officers will use every precaution to prevent applicants from being exposed to extraordinary danger, even if it means requesting applicant to exit the vehicle at a safe location prior to arrival at a scene involving such extraordinary danger.

Name of Applicant: _____	Date of Birth: _____
Address: _____	City: _____ State: _____
Driver's License #: _____	State: _____ Home Phone: _____
Date Requested: _____	Time Requested: _____
Alternate Date: _____	Alternate Time: _____

I, _____ have read the instructions on this form and agree to follow all such instructions. I further agree that I will hold harmless the Municipal Government, the Police Department, the Chief of Police and all elected and / or appointed officials and employees of the City of Windsor Heights, for any and all events that may take place as a result of a police action or actions, service to the public and all other events that take place as a result of municipal service and / or employment of employees who come into contact with the applicant rider, or prisoners and other members of the public in the course of this service, including injury to myself. I authorize a background check of my record.

Signed this _____ day of _____, 20____, before me a Notary Public in and for the County of Polk, State of Iowa, affirming that the person known or identified to me as the person named above and that they affirm understanding and a voluntary hold-harmless.

Applicants Signature _____
Records Check: _____ by: _____
Date assigned: _____ Time: _____

Parents Signature _____
Notary Signature _____