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Minister's Directive

Police Training

Police Act and Regulations

Prince Edward Island

Department of Environment, Labour and Justice


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Pursuant to section 3(3)(e) of the *Police Act S.P.E.I.* 2006, Cap. P-11.1, I hereby make the following revisions to this Directive by:

1. Revising the Use of Force training provisions in Article 3.6 by prescribing:
 - 1.1 The content of the refresher 'Use of Force' training in Appendix 6.1;
 - 1.2 The cycle of Use of Force training in Appendix 6.2;
 - 1.3 Social Sciences as a full day (7 hours) training element within the 5 day full course Use of Force training syllabus;
 - 1.4 That the Social Sciences instructor shall be a designate of the Director of the Atlantic Police Academy.
2. Revising the "Requirements" of the 'Law and Procedure training prescribed in Appendix 5 to require a full course every three years.
3. Revising Article 5.2 to require that completed 'Training Evaluation Forms' be submitted to the Policing Services Manager for collation.

The forenoted revisions will come into effect on the date signed below.

Dated at Charlottetown in the Province of Prince Edward Island this 27 day of May 2014.


Honourable Janice Sherry
Minister of Environment, Labour and Justice and Attorney General


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Pursuant to section 3(3)(e) of the *Police Act S.P.E.I. 2006, Cap. P-11.1*, I hereby:

1. repeal the Minister's Directive and Standards concerning the training of municipal police officers, instructional officers of the Atlantic Police Academy and security police officers of the University of Prince Edward Island, Policy Number PS-03, dated November 25, 2010; and
2. issue the attached Directive and Standards concerning the training of municipal police officers, instructional officers of the Atlantic Police Academy and security police officers of the University of Prince Edward Island.

This Directive and Standards will come into effect on January 1, 2012.

Dated at Charlottetown in the Province of Prince Edward Island this 3 day of Jan/12 2012.


Honourable Janice Sherry
Minister of Environment, Labour and Justice

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1.0 Framework for training prescribed by the Training Regulations

1.1 Purpose

This Directive repeals and replaces the Minister's Directive on Training (Policy Number PS-03) signed on November 25, 2010.

1.2 Authority

1.2.1 The following sections of the *Police Act* relate to this Directive:

- Section 10(9), In-service training - police officers
- Section 46(15), In-service training - security police officers
- Section 52(3), In-service training - instructing officers

1.2.2 The following Regulations relate to this Directive:

- Training Regulations.

1.3 Definitions

In this Directive

1.3.1 "police agency" means the Charlottetown Police Services, Kensington Police Service, Summerside Police Services, Borden-Carleton Police Service, Atlantic Police Academy, and Security Services at the University of Prince Edward Island (UPEI);

1.3.2 "required training" refers to the areas of training set out in the Training Regulations under the *Police Act*;

1.3.3 "training administrator" means a Chief of Police, the Executive Director of the Atlantic Police Academy, and the Director of Facilities Management at UPEI, as persons responsible for the direction of their police agencies;

1.3.4 "trainee" is a person appointed under the *Police Act* who is required to successfully complete or attend training specified in the Regulations;

1.3.5 "trainer" is a person appointed by a training administrator who is certified as a Master Trainer, Train the Trainer or Trainer in the subject area in which the person is providing training.

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1.4 Principles

- a) Training is essential to assuring persons appointed under the *Police Act* are prepared and qualified to deliver the services required under the laws of Canada and PEI.
- b) All persons appointed under the *Police Act* must be provided an opportunity to take required training before being assigned a duty which would require application of the skills and knowledge addressed in the required training.
- c) All persons appointed under the *Police Act* must remain current in required training in order to carry out their duties under the *Police Act*.
- d) The required training is a foundation for the delivery of modern police services and the content will change as the operating environment of persons appointed under the *Police Act* evolves.
- e) Continuous improvement of the required training through consultation with key stakeholders is essential to appropriately respond to the needs of the public and the persons appointed under the *Police Act*.

1.5 Police Training Advisory Committee

1.5.1 There is established a Police Training Advisory Committee, chaired by the Policing Services Manager, Department of Justice and Public Safety, consisting of:

- a) a representative of the administration of each municipality which operates a police service;
- b) the chief officer of each police agency;
- c) the administrator responsible for Security Police Officers at the University of Prince Edward Island;
- d) a representative of each affected union;
- e) a representative of the Prince Edward Island Police Association; and
- f) other members as determined necessary by this committee (e.g. Royal Canadian Mounted Police).

Members of the Advisory Committee are appointed at pleasure by consensus of the Advisory Committee. If a member cannot continue to serve on the Advisory Committee, the member will notify the Chair and nominate a replacement for appointment by consensus of the Advisory Committee.

1.5.2 Administrative Support

The Department of Justice and Public Safety will provide administrative support to the Advisory Committee.

1.5.3 Responsibilities of the Advisory Committee

Advisory Committee responsibilities include, but are not limited to:

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- (a) making improvements to the required training program;
- (b) collaborating with training providers and training administrators to ensure efficiencies in overall compliance with the Regulations;
- (c) making recommendations to the Minister regarding amendments to this Directive.

1.5.4 Annual Review of this Directive

This Directive will be reviewed by the Advisory Committee within the first quarter of each calendar year.

1.6 Training Facility

The Atlantic Police Academy is hereby designated a competent training facility and a primary source of training for the purposes of the required training.

2.0 Training procedure

2.1 Responsibilities of training administrators include:

- a) planning and developing required training programs;
- b) informing trainees of required training and providing an opportunity to attend;
- c) ensuring trainees attend required courses and trainee certifications remain current;
- d) selecting and contracting trainers;
- e) ensuring all appointed trainers, under their direction, have current "Master Trainer", "Train the Trainer" or certification as Trainers in the area(s) in which they provide training;
- f) maintaining records of all trainer appointments and their qualifications at time of appointment;
- g) maintaining current records of all trainee training activity; and
- h) submitting an annual training report to the Minister of Justice and Public Safety.

2.2 Responsibilities of Trainers:

- a) Maintain current certifications either at the "Master Trainer", "Train the Trainer" or "Trainer" level in their subject area(s);
- b) Submit proof of current certifications to the training administrator;
- c) Contribute to the improvement of the required training program.

2.3 Responsibilities of Trainees:

- a) Trainees shall:
 - a. Successfully complete all required training as prescribed in Section 3 of this Directive; and

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- b. Attend all other required training.
- b) Trainees are encouraged to contribute to the evaluation of the required training program.

3.0 Required training for trainees

- 3.1 **Firearms** – trainees who carry firearms shall successfully complete the training prescribed in Appendix 1 by March 31, 2012. Thereafter, the training shall be repeated annually, within one year of the previous firearms training being completed.
- 3.2 **Conducted Energy Weapon (CEW)** – trainees whose duty requires the use of CEWs shall successfully complete the training prescribed in Appendix 2 annually.
- 3.3 **First Aid and Cardio Pulmonary Resuscitation** – trainees shall successfully complete the training prescribed in Appendix 3 by March 31, 2012. Thereafter, the training shall be repeated within 3 years of the previous First Aid and Cardio Pulmonary Resuscitation training being completed.
 - Trainees who have successfully completed the training within three years prior to the date of proclamation of the *Police Act* may register their past attendance date and attend the training within three years of that date.
- 3.4 **Domestic Violence Intervention** – trainees shall attend the training prescribed in Appendix 4 by March 31, 2012. Thereafter, the training shall be repeated within 3 years of the previous Domestic Violence Intervention training being attended. In the event of changes in procedures, additional training may be required by the Minister.
 - Trainees who have attended the training within three years prior to the date of proclamation of the *Police Act* may register their past attendance date and attend the training within three years of that date.
- 3.5 **Law and Legal Procedure** – trainees shall attend the training prescribed in Appendix 5 by March 31, 2012. Thereafter, the training shall be repeated within 3 years of the previous Law and Legal Procedure training being attended. Graduates of the Atlantic Police Academy (APA) are required to attend this training within three years of their date of graduation. Training administrators can report the APA graduate's date of graduation in the Annual Training Report to the Minister.
- 3.6 **Use of Force** – training administrators shall determine which component(s) of the training prescribed in Appendices 6, 6.1 and 6.2 do not have application in their service and provide notice of those exceptions in their annual training report to the

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Minister. Trainees shall attend the training prescribed in Appendix 6 by March 31, 2012. Thereafter, the training shall be repeated within 3 years of the previous Use of Force training being attended. In each of the two intervening years, trainees shall attend a refresher program as prescribed in Appendices 6.1 and 6.2. (*revised in 2014*)

- The Social Sciences component of the Use of Force Training shall be conducted by a qualified instructor designated by the Director of the Atlantic Police Academy. For greater certainty, a certified Use of Force instructor is not qualified to conduct the Social Sciences component of the Use of Force training unless the instructor is designated by the Director of the Atlantic Police Academy as a qualified instructor for the Social Sciences component of the Use of Force training. (*revised in 2014*)
- The date the trainee finishes the Use of Force training is the date logged on the annual report.
- Within three years of their date of graduation, graduates of the Atlantic Police Academy (APA) are required to attend the annual refresher training. Training administrators can report the APA graduate's date of graduation in the Annual Training Report to the Minister.

3.7 Motor Vehicle Pursuit and Emergency Vehicle Operation - trainees shall attend the training prescribed in Appendix 7 by March 31, 2012. Thereafter, the training shall be repeated within 5 years of the previous Motor Vehicle Pursuit and Emergency Vehicle Operation training being attended.

- Graduates of the Atlantic Police Academy (APA) are not required to attend this training until after five years of their date of graduation. Training administrators can report the APA graduate's date of graduation in the Annual Training Report to the Minister.

4.0 Province of PEI Police Training Assistance Fund

4.1 The province of PEI created a fund of \$50,000 per year to assist police services and the Security Services of the University of Prince Edward Island to meet the requirements of the Training Regulations. The fund is distributed annually in accordance with a formula agreed upon by the Department of Justice and Public Safety and police agencies.

4.2 The formula for distribution of the funds is: the total number of training hours needed by a police agency to comply with the Training Regulations *divided by* total number of training hours needed by all police agencies to comply with the Training Regulations X \$50,000.

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4.3 The distribution of the fund will be adjusted annually according to the formula, the utilization data submitted by the training administrators in the Annual Training Report to the Minister and training attendance reviews.

5.0 Required training evaluation framework

5.1 Training administrators shall require trainers to administer the Training Evaluation Form (see Appendix 8) to all trainees. Trainees are encouraged to complete the form.

5.2 Completed Training Evaluation Forms are to be submitted to the Policing Services Manager for collation.

6.0 Training program review

The Policing Services Manager shall meet annually with each training administrator to review the program.

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APPENDIX 1

Firearms re-certification:

TRAINING STANDARDS for Police Officers and Security Police Officers appointed under <i>Police Act (P.E.I.)</i>	
Area of Training Profile	
Area of Training	Firearms re-certification
Requirements	Annual training for all designated Police Officers and Security Police Officers (if authorized to carry firearms)
Objectives of Training (concepts/skills which are addressed in the training)	Review of: <ul style="list-style-type: none"> • Range safety rules • Range Commands • Nomenclature • Stoppages • Field stripping and cleaning • Drawing and holstering • Basic Fundamentals of shooting: <ul style="list-style-type: none"> ○ Stance ○ Grip ○ Trigger Control ○ Sight Alignment
Duration of Training (amount of time, in hours, required to complete the training)	4 hours
Class size minimum/maximum	Vary with location of training
Source of Training (certified person or agency which provides the training)	Atlantic Police Academy In-house
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Following the review, the candidate will qualify to the Atlantic Police Academy standard or the standard of an approved police training agency as per the General Regulations.

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If in-house training providers:		
	Name of Instructors:	
	Who provides the instructor re-certification?	Atlantic Police Academy RCMP
	Current certification expiry date	

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APPENDIX 2

Conductive Energy Weapons:

<p>TRAINING STANDARDS For Police Officers and Security Police Officers appointed under <i>Police Act</i> (PEI)</p>	
<p>Area of Training Profile</p>	
Area of Training	CEW Re-Certification
Requirements	Annual training for all designated police officers who are authorized to use a CEW
Objectives of Training (concepts/skills which are addressed in the training)	<p>The purpose of this course is to re-certify officers to safely and effectively utilise approved "Conducted Energy Weapon".</p> <p>Successful candidates will be able to:</p> <ul style="list-style-type: none"> • explain the Policy and Procedures on the use of the Conducted Energy Weapon; • explain at what point the Conducted Energy Weapon should be used within the National Use of Force Framework (Canadian Association of Chiefs of Police) or the Incident Management / Intervention Model (RCMP); • demonstrate and explain the proper use of the Conducted Energy Weapon (Push Stun mode and Probe mode); • demonstrate and explain the proper technique to use when removing probes from a client.

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<p>Duration of Training (amount of time, in hours, required to complete the training)</p>	8 Hours
<p>Class size minimum/maximum</p>	
<p>Source of Training (certified person or agency which provides the training)</p>	
<p>Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)</p>	<p>1) A written exam. 2) The demonstration of the use of the CEW is the most appropriate testing procedure for the practical application segments of the course. Candidates will be given a skill display test and use role playing, to ensure they can properly utilise the CEW in an effective and proficient manner. Candidates will explain their actions to the instructor trainer as requested by said instructor. Proper use of the CEW must be demonstrated and explained. All "Scenario Based Training" must be conducted with the use of LIVE SIMULATION AIR CARTRIDGES only. WARNING: The blue live simulation LS 21 ft. Air Cartridge is not inert. It fires two short "barbs" that can penetrate skin and eye tissue. The primary difference between a LIVE Air Cartridge and live simulation Air Cartridge is the use of fishing line instead of conductive wire to prevent electricity from travelling to the probes. The Push Stun electrodes are still fully functional. 3) Proper probe removal technique must be demonstrated and explained. Candidates will have to remove probes from a given target (Foam block wrapped with one layer of "Inner Tube" .05 to .08 centimetres thick). Each candidate will be evaluated by the instructor trainer on a pass/fail basis. The candidate must pass each component of the course in order to receive credit for the course.</p>

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If in-house training providers:		
	Who provides the instructor re-certification	
	How often is re-certification required	
	Current certification expiry date	

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APPENDIX 3

The administration of first aid, including cardio-pulmonary resuscitation:

TRAINING STANDARDS For Police Officers and Security Police Officers appointed under <i>Police Act</i> (PEI)	
Area of Training Profile	
Area of Training	First Aid and Cardio Pulmonary Resuscitation
Requirements	Maintain a valid certification in accord with the certifying body
Objectives of Training (concepts/skills which are addressed in the training)	First Aid and CPR Certification maintenance
Duration of Training (amount of time, in hours, required to complete the training)	16 hours
Class size minimum/maximum	
Source of Training (certified person or agency which provides the training)	
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	As required by the certifying organization or qualified instructor
If in-house training providers:	
	Who provides the instructor re-certification
	How often is re-certification required
	Current certification expiry date

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APPENDIX 4

Domestic Violence Intervention:

<p>TRAINING STANDARDS For Police Officers and Security Police Officers appointed under <i>Police Act</i> (PEI)</p>	
<p>Area of Training Profile</p>	
Area of Training	Domestic Violence Intervention
Requirements	Training to be completed during first year of service for new officers and thereafter when required by changes in legislation and process or a minimum of once every three years.
Objectives of Training (Concepts/skills which are addressed in the training.)	<ul style="list-style-type: none"> - enhance understanding of the dynamics of family violence and impact on children. - review applicable sections of the <i>Criminal Code</i>, and aspects of court preparation and release of offender specific to domestic violence cases - review <i>PEI Victims of Family Violence Act</i>, including demonstration of an EPO application, and review of case studies - review mandatory reporting requirements under <i>Child Protection Act</i> - review forms and processes developed to implement a standardized police response to incidents of domestic violence in PEI - provide an overview of the role of helping agencies (Victim Services, Child and Family Services, Anderson House and Outreach Services).
Duration of Training (amount of time, in hours, required to complete the training)	8 hours
Class size minimum/maximum	class size usually in the range of 20-30

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	(maximum 30)
Source of Training (agency or certified person which provides the training)	Annual training has been coordinated by the <i>Victims of Family Violence Act</i> Steering Committee. Resource persons: Senior Crown Attorney, Police Representatives, Family Violence Prevention Coordinator, Victim Services Manager, Child and Family Services, Transition House Association
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	There is no formal testing or certification. Participants complete an evaluation form at the end of the course, and a focus group is held with police supervisors once annually to seek input on any issues/concerns, and consult on training needs. A copy of the notes from the annual meeting will be provided to the Manager of Policing Services, Policy, Policing and Crime Prevention, Department of Justice and Public Safety.
If in-house training providers:	
	Who provides the instructor re-certification
	How often is re-certification required
	Current certification expiry date

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APPENDIX 5

Law and Legal Procedure addresses required training requirements for **The Criminal Code (Canada); The Canadian Charter of Rights and Freedoms; Recent changes in the law; Preparation and presentation of evidence in Court**

TRAINING STANDARDS For Police Officers and Security Police Officers appointed under <i>Police Act</i> (PEI) Area of Training Profile	
Area of Training	The <i>Criminal Code</i> (Canada); The <i>Canadian Charter of Rights and Freedoms</i>; Recent changes in the law; Preparation and presentation of evidence in court
Requirements	Full course every three years. (<i>revised in 2014</i>)
Objectives of Training (concepts/skills which are addressed in the training) – prepared in consultation with chiefs, prosecutors ATLANTIC POLICE ACADEMY, police association, and training officers	<ul style="list-style-type: none"> • Updates in Federal Legislation • Recent case law from Prince Edward Island, other provinces and territories, and the Supreme Court of Canada • Tour of the <i>Criminal Code</i> and <i>Charter of Rights</i> including: <ul style="list-style-type: none"> ▪ Table of Cases ▪ Concordance ▪ Index ▪ Synopsis ▪ Cross referencing ▪ Annotations • Mock trial to be used as a refresher on proper court room procedure.

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	<ul style="list-style-type: none"> • Round table discussion on: <ul style="list-style-type: none"> ▪ Search and Seizure Issues ▪ Arbitrary Detention Issues ▪ Other instant issues
Duration of Training (amount of time, in hours, required to complete the training)	2 Days
Class size minimum/maximum	24
Source of Training (certified person or agency which provides the training)	Atlantic Police Academy and Canadian Police Knowledge Network (CPKN)
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	
If in-house training providers:	
Who provides the instructor re-certification	
How often is re-certification required	
Current certification expiry date	

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APPENDIX 6
(Revised in 2014)

The following training units address requirements for training in the areas of oleoresin capsicum spray, batons, physical control techniques, non-violent crisis intervention, and social sciences:

TRAINING STANDARDS	
For	
Police Officers and Security Police Officers appointed under <i>Police Act</i> (PEI)	
Area of Training Profile	
Area of Training	Use of Force Theory
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	Objective: <ol style="list-style-type: none"> 1) Gain an understanding of the Use of Force Framework. 2) Gain an understanding of the legal factors involved in force. 3) Gain an understanding how to articulate force used.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical

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If in-house training providers:		
	Who provides the instructor re-certification	
	How often is re-certification required	
	Current certification expiry date	

Area of Training Profile	
Area of Training	Balance and Stance
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	<p>At the end of this session, each member will be able to correctly execute:</p> <ol style="list-style-type: none"> 1) Proper body stance for various contacts. 2) Proper balance. 3) Getting off the line of attack. 4) Steps to close the gap or get off the line of attack.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Practical evaluation of above.
If in-house training providers:	
	Who provides the instructor re-certification

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	How often is re-certification required	
	Current certification expiry date	

Area of Training Profile	
Area of Training	Handcuffing
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	At the end of this session, each member will be able to correctly execute: 1) Handcuffing liability. 2) Knowledge of situations when handcuffs are used. 3) Compliant subject handcuffing. 4) Kneeling handcuffing. 5) Prone handcuffing.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	

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	Who provides the instructor re-certification	
	How often is re-certification required	
	Current certification expiry date	

Area of Training Profile	
Area of Training	Pressure Points
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	At the end of this session, each member will have knowledge of and/or be able to correctly execute: 1) What pressure points are? 2) Methods of application. 3) Application techniques. 4) Technique considerations. 5) Control components.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
	Who provides the instructor re-certification
	How often is re-certification required

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Area of Training Profile	
Area of Training	Arm Lever Takedowns
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	At the end of this session, each member will be able to correctly execute: 1) Escort position. 2) Knee strike distraction. 3) Straight armbar takedown. 4) Close quarter takedown.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
Who provides the instructor re-certification	
How often is re-certification required	
Current certification expiry date	

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Area of Training Profile	
Area of Training	Personal Weapons
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	<p>At the end of this session, each member will be able to correctly execute:</p> <ol style="list-style-type: none"> 1) Goals of stuns and strikes. 2) Use of force context. 3) Technique considerations. 4) Strikes palm heel, jab, cross, hook, elbow-forearm. 5) Leg strikes (knees, rear leg front kick, lead leg front kick, angle kicks). 6) Nerve stuns. 7) Blocks and defences to attacks.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
Who provides the instructor re-certification	
How often is re-certification required	
Current certification expiry date	

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Area of Training Profile	
Area of Training	Ground Control
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	<p>At the end of this session, each member will be able to correctly execute:</p> <ol style="list-style-type: none"> 1) Knowledge of why law enforcement officers go to the ground. 2) Knowledge of factors for the officer to consider on the ground. 3) Defensive ground fighting skills. 4) Returning to standing from ground.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
Who provides the instructor re-certification	
How often is re-certification required	
Current certification expiry date	

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Area of Training Profile	
Area of Training	Oleoresin Capsicum Spray
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	<p>At the end of this session, each member will be able to correctly execute:</p> <ol style="list-style-type: none"> 1) Knowledge of spray. 2) Knowledge of the physiology, presentation and officer and safety considerations. 3) Use of force context. 4) Tactical considerations. 5) Officer response to oleoresin capsicum spray attack by a subject and factors to be considered. 6) Documented failure rate. 7) Deployment of oleoresin capsicum spray (use inert spray). 8) State the post-application procedures.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
Who provides the instructor	

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	Current certification expiry date	

Area of Training Profile	
Area of Training	Baton
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	<p>At the end of this session, each member will be able to correctly execute:</p> <ol style="list-style-type: none"> 1) How the baton works. 2) The advantages. 3) Baton use. 4) Identify force options context of the baton. 5) Primary target areas for striking. 6) State the primary objectives of the baton. 7) Identify deadly force targets. 8) Medical consideration. 9) Baton techniques and tactics to a qualified competency level. 10) Baton retention.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical

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If in-house training providers:		
	Who provides the instructor re-certification	
	How often is re-certification required	
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Area of Training Profile	
Area of Training	Vascular Neck Restraint
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	At the end of this session, each member will be able to correctly execute: 1) Knowledge of use of force context. 2) Knowledge of the four guidelines. 3) How it works. 4) Knowledge of risk groups.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
	Who provides the instructor re-certification
	How often is re-certification required

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Area of Training Profile		
Area of Training	Weapon Retention	
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.	
Objectives of Training (Concepts/skills which are addressed in the training.)	<p>At the end of this session, each member will be able to correctly execute:</p> <ol style="list-style-type: none"> 1) Prevention tactics. 2) Knowledge of the disadvantages for the law enforcement officer. 3) Knowledge of what the officer can control. 4) Knowledge of common disarming tactics. 5) Knowledge of use of force consideration. 6) Keys to handgun retention. 	
Class size minimum/maximum	1 – 12 ratio	
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy	
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical	
If in-house training providers:		
	Who provides the instructor re-certification	

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	How often is re-certification required	
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Area of Training Profile	
Area of Training	Edged Weapons
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	At the end of this session, each member will be able to correctly execute: 1) Knowledge of basic lines, levels of attack 2) Defence to long, mid, and short distance weapon attacks.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
	Who provides the instructor re-certification
	How often is re-certification required
	Current certification expiry date

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Area of Training	Active Shooter
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	Gain an understanding of how to: 1) Safely search for an active shooter. 2) Work as a team to search for an active shooter. 3) Control, isolate, contain and/or engage an active shooter. 4) Secure the scene after an active shooter episode.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Written/Practical
If in-house training providers:	
	Who provides the instructor re-certification
	How often is re-certification required
	Current certification expiry date

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Area of Training Profile	
Area of Training	Tactical Communication
Requirements	Full course every three years with an annual refresher. The content of a refresher will rotate cyclically as prescribed in the Appendices 6.1 and 6.2.
Objectives of Training (Concepts/skills which are addressed in the training.)	Gain an understanding of how to: 1) Diffuse potentially dangerous situations. 2) Gain compliance using verbal communication. 3) Engage people verbally through empathy. 4) Successfully communicate your point of view. 5) Listen and speak more effectively.
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Practical
If in-house training providers:	
Who provides the instructor re-certification	
How often is re-certification required	
Current certification expiry date	

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Area of Training Profile	
Area of Training	Social Sciences
Requirements	Full course every three years.
Objectives of Training (Concepts/skills which are addressed in the training.)	Gain an understanding of how to relate and effectively interact with people under the influence of a variety of mental illnesses and disorders.
Duration of Training (amount of time, in hours, required to complete the training)	7 hours
Class size minimum/maximum	Minimum 10 and a maximum of 20
Source of Training	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Did attend

APPENDIX 6.1

The following training units address requirements for refresher training in the areas of use of force. (2014)

Area of Training Profile	
Area of Training	Annual Refreshers for Use of Force
Requirements	An annual refresher is to be attended in each of the two years between the completions of the full course. The content of a refresher will rotate cyclically.
Objectives of Training	<ul style="list-style-type: none"> • General review of use of force;

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(Concepts/skills which are addressed in the training.)	<ul style="list-style-type: none"> Concentrated review on a cyclical basis of gun retention, handcuffing, baton and Oleoresin Capsicum Spray (OC Spray) – see Appendix 6.2 Sprite scenario
Class size minimum/maximum	1 – 12 ratio
Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	Practical
If in-house training providers:	
Who provides the instructor re-certification	
How often is re-certification required	
Current certification expiry date	

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APPENDIX 7

Motor Vehicle Pursuits and Emergency Vehicle Operation:

TRAINING STANDARDS for Police Officers and Security Police Officers appointed under the <i>Police Act</i> (PEI)	
Area of Training Profile	
Area of Training	Motor Vehicle Pursuits and Emergency Vehicle Operation
Requirements	All municipal police officers in PEI will complete the training in the year 2010, except that Police officers who have graduated from the Atlantic Police Academy or other approved police training agency in 2007 or after will not have to complete the training in 2010. The year of graduation will be entered in the training file of the police officer and subsequent training in this area will be calculated from the date of graduation. Training in this area will occur every five years.
Objectives of Training (Concepts/skills which are addressed in the training.)	<ul style="list-style-type: none"> - Material on current pursuit policies. - Limitations and restrictions on pursuits. - Pursuit management. - Tire deflation devices & stopping methods. - High risk stops.
Duration of Training (amount of time, in hours, required to complete the training)	<ul style="list-style-type: none"> - 1 ½ days (12 hours) for officers first time through. - 1 day (8 hours) for subsequent training – unless there are significant changes and/or updates to training or agency policies.
Class size minimum/maximum	Class size of 12 optimal (16 maximum)

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Source of Training (accredited agency or certified person which provides the training)	Atlantic Police Academy
Evaluation requirements for completion (What skills/knowledge must trainee demonstrate to successfully complete the training?)	The training will consist of ½ day classroom environment, then 1 day practical exercises. Practical will be gradual progression of skills introduction – low speed maneuvering course, visual pursuit track, and an actual pursuit exercise with officers utilizing tire deflation devices and high risk stop at conclusion of pursuit.
If in-house training providers:	
Who provides the instructor re-certification	Atlantic Police Academy
How often is re-certification required	
Current certification expiry date	

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**APPENDIX 8
HOLLAND COLLEGE
SHORT COURSE STUDENT EVALUATION FORM**

Course: _____ Course Code: _____

Date course completed: _____ Instructor: _____

Location/Centre/Room#: _____

The following statements use a five-point score. Using the descriptive words, please circle the # corresponding to your opinion of the statement and add any comments you may wish to provide further explanation. Circle NA for any question that is not applicable for this course. Thank you for your cooperation in this evaluation.

Strongly Agree - 5 Mildly Agree - 4 Neither Agree or Disagree - 3 Mildly Disagree - 2
Strongly Disagree - 1 Not Applicable - NA

		<u>Score</u>					<u>Comments</u>
1	The facilities used were favourable to my learning.	5	4	3	2	1	N A
2	The course resources/equipment were adequate.	5	4	3	2	1	N A
3	The course length was adequate.	5	4	3	2	1	N A
4	The course met or exceeded my learning objectives.	5	4	3	2	1	N A
5	The content of the course presented met the stated course objectives.	5	4	3	2	1	N A
6	The visual aids & handouts used contributed positively to the course.	5	4	3	2	1	N A
7	The instructor demonstrated knowledge & understanding of the subject area.	5	4	3	2	1	N A
8	The instructor was prepared for course delivery.	5	4	3	2	1	N A
9	The learning activities & presentations were well organized.	5	4	3	2	1	N A
10	The instructor's presentation of the information was clear.	5	4	3	2	1	N A
11	The assessment of my achievements was conducted fairly.	5	4	3	2	1	N A
12	I would recommend this course to someone I know.	5	4	3	2	1	N A
13	Overall, I feel prepared to use/apply the skills and knowledge learned for my job	5	4	3	2	1	N A

Are there any other topics you would like to see offered? _____

Do you have any suggestions for improvements to the course? _____

If you have any additional comments, please record them on the back of this sheet.