

# BCOT 020: BASIC JUVENILE CORRECTIONAL OFFICER TRAINING

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## New Course Proposal

Date Submitted: Wed, 30 Nov 2022 18:25:05 GMT

### Originator

D. Clayton Mayes

### Co-Contributor(s)

#### Name(s)

Meyer, Wally

### Justification / Rationale

Create opportunity for students to gain Basic Juvenile Correctional Officer Training. This new course will change to BJCOT 020 when the designator/course code is approved.

### Effective Term

Spring 2024

### Credit Status

Credit - Degree Applicable

### Subject

BCOT - Basic Correctional Officer Training

### Course Number

020

### Full Course Title

Basic Juvenile Correctional Officer Training

### Short Title

JUV CORRECTIONAL OFCR TRN

### Discipline

#### Disciplines List

Administration of Justice (Police science, corrections, law enforcement)

### Modality

Face-to-Face

### Catalog Description

The Basic Juvenile Correctional Officer Training provides students with entry-level training for Juvenile correctional officers and other probation positions. The course will introduce the student to juvenile corrections procedure, interviewing, counseling techniques, defensive tactics, public relations, and oral and written communications. Security and supervision techniques in juvenile institutions are stressed. The curriculum is designed to meet or exceed the requirements of the California Board of State and Community Corrections (BSCC - California). Students attend the Academy in full uniform and will be able to attend an orientation 3 weeks prior to the course. The orientation date will be listed in the Schedule of Classes. There is an additional fee of \$200-\$300 for the uniform and gear.

### Schedule Description

The Basic Juvenile Correctional Officer Training provides students with entry-level training for Juvenile correctional officers and other probation positions. The course will introduce the student to juvenile corrections procedure, interviewing, counseling techniques, defensive tactics, public relations, and oral and written communications. Security and supervision techniques in juvenile institutions are stressed. The curriculum is designed to meet or exceed the requirements of the California Board of State and Community Corrections (BSCC - California). Students attend the Academy in full uniform and will be able to attend an orientation approximately 3 weeks prior to the course. The orientation date will be listed in the Schedule of Classes. There is an additional fee of \$200-\$300 for the uniform and gear.

**Lecture Units**

9

**Lecture Semester Hours**

170

**Lab Units**

1

**Lab Semester Hours**

70

**In-class Hours**

240

**Out-of-class Hours**

340

**Total Course Units**

10

**Total Semester Hours**

580

**Override Description**

Hours need to comply with the California Board of State and Community Corrections (BSCC - California).

**Limitation on Enrollment**

None

**Required Text and Other Instructional Materials****Resource Type**

Manual

**Author**

California Board of State and Community Corrections (BSCC- California)

**Title**

The Juvenile Corrections Officer Core Course Manual

**Publisher**<https://www.bscc.ca.gov/wp-content/uploads/Juvenile-Corrections-Officer-Core-Training-Course-Manual-July-2020.pdf>**Year**

January 2022

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**Class Size Maximum**

30

**Course Content**

1. California Criminal Justice System
  - a. Criminal Justice System and Process
  - b. Roles and Responsibilities
  - c. Title 15
  - d. Legal Foundations and Liability
  - e. Confidentiality and Records
2. Professionalism and Ethics
  - a. Professionalism and Ethics
  - b. Social Media
3. Gangs

- a. Gang Overview
- b. Gang Supervision
4. Communication
  - a. Interpersonal Communication
  - b. Crisis Communication and De-escalation
  - c. Effective Communication
5. Maintaining Security
  - a. Security and Key Control
  - b. Counts
  - c. Facility Searches
  - d. Contraband and Evidence
6. Booking, Receiving and Releasing
  - a. Booking and Intake
  - b. Booking Procedures
  - c. Orientation, Clothing and Supplies
  - d. Releasing Juveniles
7. Supervising Juveniles
  - a. Manipulation of Staff
  - b. Disturbances and Disputes
  - c. Safety/Health Standards and Procedures
  - d. Recreation
  - e. Cleaning of Rooms
  - f. Progressive Discipline and Juvenile Grievances
  - g. Group Dynamics
  - h. Movement
  - i. Juvenile Workers
8. Medical
  - a. Medical Issues and Universal Precautions
  - b. Medical Emergencies
  - c. Medical Legal Issues
9. Classification of Juveniles
  - a. Classification of Juveniles
10. Cultural Awareness
  - a. Cultural Diversity and Ethnic Disparity
  - b. Gender Identity
11. Report Writing and Record Keeping
  - a. Information Gathering and Interviewing
  - b. General Reports
12. Emergency Procedures
  - a. Emergency Planning
  - b. Fire and Life Safety
13. Visitation
  - a. Visitation
14. Screening and Distribution of Supplies and Mail
  - a. Screening and Distribution of Supplies and Mail
15. Transportation
  - a. Preparation for Transport
  - b. Transport Procedures
16. Testifying in Court
  - a. Testifying in Court
17. Case Planning
  - a. Case Planning
18. Programs
  - a. Evidence Based Practices and Programs
19. Assault and Abuse
  - a. Sexual Assault and Abuse
  - b. Child Abuse
20. Defensive Tactics and Restraint Techniques

- a. Use of Force
  - b. Control Holds
  - c. Falling
  - d. Footwork and Balance
  - e. Take-down
  - f. Ground Control
  - g. Personal Body Weapons
  - h. Person Searches
  - i. Use of Restraints
  - j. Room Extractions
21. Nonviolent Crisis Intervention
22. Behavioral Health
- a. Signs and Symptoms of Substance Abuse
  - b. Trauma
  - c. Interventions and Resources
  - d. Stigma and Bias
  - e. Roles and Responsibilities
  - f. Liability
  - g. Suicide Prevention
  - h. Foundation and Definitions: Signs and Symptoms
  - i. Safety
  - j. Emotional Survival
23. Physical Conditioning
- a. Overview of Physical Conditioning
24. Physical Testing
- a. Practice and Technique
  - b. Initial Assessment
  - c. Final Assessment
25. First Aid, CPR and Automatic Electronic Defibrillator (AED)
- a. Introduction to First Aid
  - b. Introduction to CPR
  - c. Introduction to AED
26. Orientation/Administrative Time
- a. Overview of Juvenile Correctional Officer Training

### Lab Content

- 1. Defensive Tactics and Restraint Techniques
  - a. Use of Force
  - b. Control Holds
  - c. Falling
  - d. Footwork and Balance
  - e. Take-down
  - f. Ground Control
  - g. Personal Body Weapons
  - h. Person Searches
  - i. Use of Restraints
  - j. Room Extractions
- 2. First Aid, CPR and Automatic Electronic Defibrillator (AED)
  - a. Introduction to First Aid
  - b. Introduction to CPR
  - c. Introduction to AED
- 3. Physical Testing
  - a. Practice and Technique
  - b. Initial Assessment
  - c. Final Assessment
- 4. Course Review

**Course Objectives**

Objectives	
Objective 1	Describe the role and responsibilities of a juvenile correctional officer.
Objective 2	Identify the basic safety components of working in a juvenile correctional facility including but not limited to detainees safety, personal safety and facility safety.
Objective 3	Recognize the key liability issues that impact the individual juvenile correctional officer and the facility as a whole.
Objective 4	Recognize a detainee's behavior for indicators of suicide, medical problems, and substance use or abuse.

**Student Learning Outcomes**

Upon satisfactory completion of this course, students will be able to:	
Outcome 1	Interpret codes, statutes, and policies as they relate to the care and custody of detainees in a juvenile correctional facility.
Outcome 2	Demonstrate the physical fitness required to meet the demands of the juvenile corrections environment and identify personal health habits best suited for juvenile correctional officers.
Outcome 3	Demonstrate collaboration and group dynamics that could be applied in a juvenile correctional facility.
Outcome 4	Demonstrate the ability to provide basic first aid and life support measures.
Outcome 5	Explain the importance of teamwork as it pertains to a juvenile correctional facility.
Outcome 6	Critically compare and contrast basic techniques for evaluating and analyzing occupationally hazardous situations and selection of the appropriate response procedure.
Outcome 7	Recite and explain the Juvenile Correctional Officer Code of Ethics.
Outcome 8	Demonstrate the basic concepts of writing in the criminal justice system.
Outcome 9	Outline the duties and responsibilities of a juvenile correctional officer.

**Methods of Instruction**

Method	Please provide a description or examples of how each instructional method will be used in this course.
Lecture	<p>Presentation of class lectures/discussions in order to give the students the knowledge needed to work within the confines of the California Criminal Justice System.</p> <p>Presentation of class lectures/discussions in order to give the students the basic information they need to work safely and efficiently within the corrections environment.</p>
Participation	<p>Students actively participate in individual and group exercises, which support the specific tasks to work within the corrections environment.</p> <p>Students participate in scenarios, which require them to demonstrate their job knowledge of the corrections field.</p>
Discussion	<p>Presentation of class lectures/discussions in order to give the students the knowledge needed to effectively classify inmates. Discussions to include Social Justice issues.</p>
Participation	<p>Students participate within scenarios which require them to interview, gather information and determine specific classification categories inmates are classified in.</p>
Lecture	<p>Written work activities specific to grammatical sentence structure, chronological, first person writing for the purposes of understanding the proper way to write effective criminal reports. Instructor lecture covers the six genre features of criminal reports: first person perspective, objective stance, accurate and highly specific content, chronological order, multiple audiences, and correct format. Students are provided examples of criminal reports and instructions on how to develop their own writing skills. Students participate in scenarios which require them to gather information to document in the field notes and determine the specifics of the crime(s). Students are provided formatted criminal report forms to write a clear, concise, and complete basic criminal report addressing the who, what, where, why, and how principles of an investigation.</p>

Laboratory	<p>Lab demonstrations of the cleaning, handling, and firing of various less-lethal weapons and munitions for the purposes of understanding how to clean, handle, and fire the munitions. Students demonstrate proper loading, firing, target acquisition, and the safety procedures in the use of the weapon.</p> <p>Lab demonstrations of all defensive tactics techniques to help students understand how to defend themselves from an attack and gain control of resisting inmates. Students are provided with basic knowledge of reasonable officer response regarding use of force and provide feedback regarding their responsibility after force has been applied.</p>
Other (Specify)	<p>Required readings of the California Penal Code Book, California Vehicle Code Book, California Health and Safety Code Book, and California Code of Regulations - Title 15 for the purposes of understanding the elements of crimes committed and the regulations imposed by the State of California pertaining to the care of detainees. These resources provide the students with knowledge and understanding of current practices, procedures, and laws pertaining to the corrections field.</p>
Activity	<p>Drills and pattern practices as related to physical and tactical competencies related to the corrections field.</p>

**Methods of Evaluation**

Method	Please provide a description or examples of how each evaluation method will be used in this course.	Type of Assignment
Presentations/student demonstration observations	<p>Skill demonstrations designed to show proficiency in defensive tactics techniques against defensive tactics instructors acting as role players. Skill demonstrations of the practical use, care, and cleaning of less lethal munitions designed to show students' understanding of how to use, care, and clean the munitions.</p>	In Class Only
Mid-term and final evaluations	<p>The students will have a final requiring the completion of four scenarios pertaining to the corrections environment. The student will be evaluated and assessed on their performance and job knowledge skills obtained within the training. The students will be provided feedback and a written evaluation regarding their performance within the scenario.</p>	In Class Only
Student participation/contribution	<p>Students are monitored, evaluated, and challenged on a continual basis during the entire course through lectures, written documentation, quizzes, and peer discussions on law enforcement issues concerning professionalism and ethical behavior.</p>	In Class Only
Term or research papers	<p>Students are required to do research, discuss and create scenarios involving value systems, integrity, community expectations, and effects of misconduct.</p>	Out of Class Only
Self-paced testing	<p>Students will be required to understand and memorize the Correctional Deputy Code of Ethics.</p>	In and Out of Class
Tests/Quizzes/Examinations	<p>Students are required to successfully pass quizzes and tests, recognizing the goals and functions of the Criminal Justice system within the corrections field. The quizzes and tests include areas of training concentration with an emphasis on the legal system pertaining to corrections.</p>	In Class Only

Presentations/student demonstration observations	Students are required to explain and demonstrate their ability to proficiently use their job knowledge skills while properly functioning within a corrections environment to include physical demands of the correctional environment including non-lethal force. Students will be challenged with researching codes and statutes, which are associated with crimes within the corrections field. This includes the memorization and verbal expression of specific codes.	In Class Only
Tests/Quizzes/Examinations	Students are required to pass three tests, behavioral, multiple choice and written assessments approved by the Standards and Training for Juvenile Correctional Officers, designed to show each student's level of understanding of each topic.	In Class Only
College level or pre-collegiate essays	Grammar exercises and memorandum writing for the purpose of demonstrating proficiency in English, grammar, sentence structure, and writing style appropriate to law enforcement.	In Class Only
Reading reports	Read criminal report examples.	Out of Class Only
Written homework	Criminal report writing scenarios for the purpose of demonstrating proficiency in writing criminal reports. Students are evaluated and tested during the investigation stage of their scenario and individual feedback is given. Completed reports are reviewed, evaluated, and critiqued at the instructor level to emphasize content and competency. The student is required to complete three criminal reports, which will be graded using an approved rubric created by the instructor.	Out of Class Only

## Assignments

### Other In-class Assignments

1. Written Examinations.
2. Class participation in assignments.
3. Participate in group activities.
4. Written reports

### Other Out-of-class Assignments

1. Assignments designed to reinforce concepts learned in class on juvenile correctional work. These assignments may include group projects and presentation preparation on maintaining control and security while working with groups of detainees in a juvenile correctional facility, reading about current trends in newspaper articles, or researching new laws relating to juvenile correctional work.
2. Assignments designed for student research/reading on interpretation of codes, statutes, and policies as they relate to the care and custody of inmates in a correctional facility. These assignments may include reading criminal justice academic journals, past police reports, newspaper articles, or memorandums.
3. Students will be required to read and memorize the Juvenile Correctional Officer Code of Ethics.
4. Students will be required to read criminal report examples.
5. Assignments designed to give students practical experience in writing/completing police forms, reports, and memorandums. These assignments may include documentation of evidence and criminal reports.
6. Assignments designed to provide students reflection on key learnings, such as journaling or position papers, to reinforce concepts of juvenile correctional work.

## Grade Methods

Letter Grade Only

## MIS Course Data

### CIP Code

43.0102 - Corrections.

**TOP Code**

210510 - Corrections

**SAM Code**

C - Clearly Occupational

**Basic Skills Status**

Not Basic Skills

**Prior College Level**

Not applicable

**Cooperative Work Experience**

Not a Coop Course

**Course Classification Status**

Credit Course

**Approved Special Class**

Not special class

**Noncredit Category**

Not Applicable, Credit Course

**Funding Agency Category**

Not Applicable

**Program Status**

Stand-alone

**Transfer Status**

Not transferable

**General Education Status**

Y = Not applicable

**Support Course Status**

N = Course is not a support course

**Allow Audit**

No

**Repeatability**

No

**Materials Fee**

No

**Additional Fees?**

Yes

**Additional Fee Amount**

\$200.00-\$300.00

**Additional Fees Description**

Uniform and supporting gear for \$200.00-\$300.00

**Approvals****Curriculum Committee Approval Date**

02/16/2023

**Academic Senate Approval Date**

02/23/2023

**Board of Trustees Approval Date**

04/21/2023

**Chancellor's Office Approval Date**

04/26/2023

**Course Control Number**

CCC000637667