

Norwalk Police Department Ride-a-Long

Instructions and Application

The Norwalk Police Department is excited that you are interested in participating in our Ride-a-Long program where you will be able to observe an officer complete their daily tasks. This program allows participants the opportunity to interact with an officer while they are on duty. It also allows participants to experience, first hand, what it is like to be a police officer.

Prior to being able to participate in this program, a completed application must be submitted. Attached to these instructions are four pages that must be completed and signed prior to the commencement of the ride.

A completed application consists of:

1. A signed and dated program procedures and agreement form (Attachment A)
2. A filled out and signed Ride-a-Long program application (Attachment B)
3. A signed and dated program rules of conduct form (Attachment C)
4. A signed and dated passenger liability release form

Once the application is completely filled out and all forms are signed, please send the application packet to the police department or drop it off at your convenience. The department address is:

1100 Chatham Ave
Norwalk Iowa 50211

If you have any questions please feel free to contact us by phone. 515-981-0228

Thank you

Norwalk Police Department Ride-a-long Program Procedures / Agreement

1. Applicants are generally required to be at least 18 years of age.
2. Completed applications can be returned or mailed to the Norwalk Police Department 1100 Chatham Ave, Norwalk IA 50211
3. A criminal record check will be conducted. Allow at least two weeks for the application to be processed.
4. The results of the criminal record check **and the prior written approval of the Chief of Police or a designee** will determine the applicant's eligibility to participate in the Ride-a-Long Program.
5. The applicant may indicate their preferred shift and the officer the applicant desires to ride with.
6. It is the applicant's responsibility to arrive at least 15 minutes prior to the scheduled starting time and present identification to the on-duty supervisor. If the applicant does not have the appropriate identification, the applicant will not be permitted to ride along at that time.

I give permission to the Norwalk Police Department to conduct a criminal background check on my information.

Print Name of Applicant _____

Signature of Applicant _____

Date _____

Norwalk Police Department Ride-a-Long Program Application

Please complete all sections of this application. Completed applications can be returned to the Norwalk Police Department
1100 Chatham Ave, Norwalk IA 50211

Name (Last, First, Middle): _____ Date: _____

Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: ____/____/____ Social Security Number: _____ - - _____ Phone #: (H) _____ (C): _____

Race: _____ Sex: _____ Date of Applicant's Last Ride Along: _____

Do you know any Norwalk Police Officers _____ yes _____ no. Relationship: _____

Please indicate the day of week and approximate times you wish to participate: _____

Person To Notify In Case Of Emergency: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: (H) _____ (C): _____

Do you have any physical impairments (including pregnancy)? _____ Yes _____ No

If yes please explain: _____

Have you ever been convicted of a misdemeanor? _____ Yes _____ No

Have you ever been convicted of a felony? _____ Yes _____ No

If you answered yes to either of the above, please explain: _____

Why are you interested in participating in the Ride-a-long Program: _____

Print applicant's name: _____ Applicant's signature: _____

For Department Use Only

Records Check Status: Negative _____ Positive _____ Check performed Date _____ by: _____

NCIC Status: Negative _____ Positive _____ Check performed Date _____ by: _____

Application: Approved _____ Denied _____

Comments: _____

Chief of Police or designee approval: _____ **Date:** _____

To be Filled Out by the On-duty Supervisor at the Time of the Ride-a-Long

Citizen Assigned to Ride with Officer: _____

Date of Ride-a-long: _____ Time In: _____ Time Out _____

On-Duty Supervisor's Signature: _____

Comments: _____

Message Left _____ Contact Made _____

Ride Scheduled _____ Confirmations Sent _____

**Norwalk Police Department Ride-a-Long Program
Rules of Conduct**

1. You will be assigned to ride with a police officer of this Department. Requests for assignment with a specific officer will be at the discretion of the on-duty supervisor.
2. You shall not carry any weapon of any kind while participating in the program.
3. The police officer with whom you ride will be happy to discuss duties and responsibilities insofar as time permits. In the event of an emergency you must immediately and without question comply with any order or directions given to you by the officer or any other member of the Department.
4. You are not to leave the patrol car at the scene of any police activity without first obtaining permission from the officer.
5. The duration of the ride is limited to 4 hours and is also at the discretion of the officer.
6. You may NOT use cameras or tape recorders without permission from the Chief of Police.
7. You will be required to present a neat and clean appearance and wear appropriate business-like attire. Casual clothing such as jeans, shorts, T-shirts, and sneakers are not acceptable.
8. Any officer having difficulty with a Ride-a-Long participant will immediately notify a supervisor. The supervisor will decide if the Ride-a-Long participant can be assigned to another officer to complete the ride or if the ride should be terminated.
9. Participants in the Ride-a-Long Program will not enter any residence or structure during the execution of a search or arrest warrant or any forced entry into a structure. The participant will remain in the police vehicle during any such entry. This does not prohibit the participant from accompanying the officer on calls when the officer is invited into a residence.
10. Officers are prohibited, while in the company of a Ride-a-Long participant, from engaging in any form of pursuit driving. When responding to calls for service involving known violence, officers will **leave** the participant at a safe location and return to get them when safe to do so or arrange for transportation of the participant back to the police station.
11. Ride-a-Long participants will not interfere with investigations in any way by conversing with victims, suspects, or witnesses, handling evidence or equipment, or participating in any enforcement activity unless directed to do so by the officer.
12. Any law enforcement personnel approved as a Ride-a-Long participant will be treated as a civilian, and all procedures governing the program will apply.

Printed Name of Applicant _____

Signature of Applicant _____

Date _____

NORWALK POLICE DEPARTMENT
PASSENGER LIABILITY RELEASE

WHEREAS, the undersigned _____ has requested permission to ride in a Norwalk Police patrol vehicle for the purpose of _____ on the _____ day of _____, 20____.

The undersigned does hereby release and discharge the City of Norwalk, Iowa, its Officers, agents and employees from any and all liability, claims or demands for injuries which may be suffered or property damaged in the course of or arising out of the presence of said undersigned in a police vehicle during the time of such ride or in the presence of the undersigned during police patrol activities.

THE UNDERSIGNED DOES HEREBY ACKNOWLEDGE THAT HE/SHE UNDERSTANDS AND IS FULLY AWARE OF THE POTENTIAL DANGERS WHICH CAN OR MAY OCCUR DURING THE PATROL VEHICLE RIDE OR AS A RESULT OF THE RIDE.

This agreement is binding on my heirs, representatives and assigns. Dated this _____ day of _____, 20____.

Chief of Police

Passenger Signature

We as parent/parents of guardian of _____ a juvenile, do hereby give our Consent and permission to execute the above agreement and do hereby agree to be bound by all the terms And conditions therein.

Signature of Parent

Signature of Parent