



Richmond RCMP Youth Academy

Monday, August 19 – Friday, August 23, 2024

(Graduation Ceremony Saturday, August 24, 2024)

Application & Information Package

An Experiential Learning Opportunity for Senior High School Students in the City of Richmond, BC

APPLICATION DUE DATE (EXTENDED!!!)
Thursday February 29, 2024 @ 4:00pm

Must be submitted in person to the Richmond RCMP Detachment – 11411 No 5 Road.
Attn: Youth Section

Who Should Apply:

Applicants must meet the following criteria to be considered:

- Is registered in a City of Richmond high school and be in grades 10-12 by September 1, 2023
- Have genuine interest in police, or related work as a career
- Have good “attendance” and “lates” record
- Display a willingness and ability to: communicate in English (orally, reading and writing), work cooperatively with others, take direction, and be receptive to feedback
- Be physically fit and healthy; pass the fitness test and physical rigors of the Academy
- Be a non-smoker for the duration of the Academy
- Be willing to not use personal electronic, media and communication devices for the duration of the Academy, except for an emergency circumstance
- Be willing to complete a “Criminal Record and Police Indices Check” form and a personal interview

Physical Fitness Testing:

Police Officers must maintain a high level of fitness to perform their duties effectively and professionally. As such, we are asking applicants to complete a fitness exam in order to be considered for the Youth Academy. The fitness test is comprised of the following:

Fitness Test:

- **Run**
 - **6 laps of a 400-metre track (Minoru Track) in 14 mins or less**
 - once student begins the run, they cannot stop... it is a continuous run.
- **Push-ups**
 - **minimum of 10 continuous push-ups in 1 minute**
(must continue doing push-ups for the full 60 seconds to show 'maximum' output)
 - once student begins push-ups, they are not allowed to stop for a rest or to catch their breath
 - back, butt and legs must remain straight
 - they will be done on the toes, not from the knees
 - one complete push-up will be from the up 'locked elbows' down to "the chin touching the flatten palm of the person counting" and back up to straight elbows
- **Sit-ups**
 - **minimum of 20 continuous sits-ups in 1 minute**
(must continue doing sit-ups for the full 60 secs to show 'maximum' output)
 - once student begins sit-ups, they are not allowed to stop for a rest or to catch their breath
 - the counter will secure student's feet on the ground
 - hands will remain hooked behind (holding) ears
 - one complete, sit-up will be from the down 'shoulders on ground' up to both the elbows touching the tops of the knees" and back down... "crunches" will NOT count

Physical Fitness Test Preparation:

- Applicants should begin doing some regular daily physical activity **now**, in order to help prepare for the sit-ups, push-ups and the timed 2.4 km run that will be conducted after the application due date. Testing will take place at the **Minoru track located at 7191 Granville Avenue Richmond** – this is a great place to practice and get a sense of what running 2.4 km feels like. **Testing will be conducted on March 5 & 6, 2024.** Successful applicants will be assigned a testing day.

Personal Interview Preparation:

- A 15-20 minute **personal interview will take place on either April 15/16/17, 2024**, location to be determined closer to the date. Successful applicants will be assigned an interview date. Interviewers may include RCMP members and/or school district personnel. Be prepared to answer questions about work experience, school, volunteering etc.
- In order to be prepared for the interview it is recommended that applicant takes some time beforehand to consider ones' experiences, personal choices and anything else the applicant would like the interviewers to learn about them
- Some of the questions will challenge the applicant to think about decisions made in one's past and what has been learned from them. These questions will give the applicant an opportunity to think about and discuss their own sense of honesty, integrity, compassion, professionalism, respect and accountability.

PRINT THIS SINGLE-SIDED

Dear Academy Applicant,

The Richmond RCMP Youth Academy is designed for the participation of 32 City of Richmond high school students currently in grades 10-12 who are interested in police work as a possible future career.

Prior to applying, please be sure to read over this entire application, in order to understand the program requirements and to familiarize yourself with the application details. Accurate completion of this application will be required as a first step to your entry into this program. This Academy is an excellent learning experience, but will be extremely challenging both mentally and physically. Incomplete applications with missing information will not be accepted.

Below, you will find key details about the Academy. If you have any questions, please contact your Career Information Advisor or your school's Richmond RCMP School Liaison Officer.

Corporal Yash Barha
Academy Commander – Richmond RCMP Youth Section

Constable Alison Roberts
Academy Commander – Richmond RCMP Youth Section

Academy Schedule

- **Monday, August 19, 2024** – Students arrive at Kwantlen Polytechnic University Campus (Richmond)
- **Monday, August 19, 2024 – Friday, August 23, 2024** (inclusive) – Students participate in lectures and/or simulated police training activities 0700-1700 hrs each day. Special guest speakers will attend.
- **Saturday, August 24, 2024** – Graduation event for students and family members, time and location to be determined. Students receive graduation certificates.

Academy Overview

Participating Students will:

- Engage in a simulated RCMP training environment that involves role-playing the realities of policing in a condensed format
- Receive instruction and lectures on law, social and communication skills, physical training, as well as some police tactics and other topics
- Simulate the role of a police officer and observe role-playing, sharing their observations
- Speak in front of groups while being evaluated by the instructional staff and their peers
- Be required to work in a team and partake in all the planned activities

Academy Cost

- **Accepted applicants to pay \$200** - Due and payable to “The City of Richmond” only after being notified of acceptance. *Instructions on where and how to pay will be provided.*
- Fee includes full commemorative uniform (hat, t-shirt, sweatshirt, jacket and sweatpants) that students will keep after the Academy
- Lunch and health snacks each day
- ****Students experiencing financial hardship are still encouraged to apply – arrangements can be made to waive Academy fees and should not be a barrier to participate****

APPLICATION CHECKLIST

RICHMOND RCMP YOUTH ACADEMY

Application packages will be kept confidential by the Richmond RCMP and destroyed after the completion of the Academy. A complete application must include all the of the items in the checklist below AND those detailed on the following page.

Incomplete and/or late applications will not be considered.

Application Components (Check each box when completed.)

Step 1: Preparing to Complete the Application Package	
<input type="checkbox"/> Carefully review the application package and instructions to ensure that no details or items are missed	
<input type="checkbox"/> Print out all pages of this application using the single-sided printing option... Do NOT print back-to-back (different RCMP departments need different pages)	
<input type="checkbox"/> The student sections of the application are to be completed by the STUDENT applicant only (parents/guardians are encouraged to read over for accuracy, but <u>not</u> to complete)	
<input type="checkbox"/> Complete application using blue or black ink only (<u>not</u> pencil)	
<input type="checkbox"/> If there is a section or question that is not applicable to you, place " N/A " on that line	
<input type="checkbox"/> Student acknowledges that the Richmond RCMP will review application, eligibility and suitability (including a criminal record check)	

Step 2: Complete Application Package	
<input type="checkbox"/> Applicant Information Form	<input type="checkbox"/> RCMP Model Release Agreement
<input type="checkbox"/> Student Application Questions	<input type="checkbox"/> Physical Fitness Test sheet – top two lines only
<input type="checkbox"/> Parent/Guardian Information	Attach Additional Documents
<input type="checkbox"/> Declaration Form with signatures	<input type="checkbox"/> Attach updated resume
<input type="checkbox"/> Criminal Record & Police Indices	<input type="checkbox"/> Attach "Diploma Verification Report" (see counsellor)
<input type="checkbox"/> Check Police Observer Program Waiver Form	Arrange for Teacher References
	<input type="checkbox"/> Verify TWO teacher reference forms are emailed to RCMP

Step 3: Submit Application
<input type="checkbox"/> Return completed application to the Richmond RCMP Detachment no later than Thursday February 29th, 2024 @ 3:00pm.
<input type="checkbox"/> Student to give teacher references to referees, who submit forms directly to the RCMP – TEACHER emails reference directly to BOTH alison.roberts@rcmp-grc.gc.ca & yash.barha@rcmp-grc.gc.ca . This is to ensure teachers can be candid about the applicant.

Step 4: Selection Process and Timeline
▪ Application deadline EXTENDED! – February 29th, 2024 by 4:00PM
▪ Approved applications will be subject to RCMP criminal record checks.
▪ March 5 th and 6 th – Approved applicants to complete Physical Fitness Test (push-ups, sit-ups, run)
▪ April 15, 16 or 17 th – Approved applicants invited for Interview on one of these dates
▪ Early May – Successful applicants to be notified by the Richmond RCMP of acceptance (or not)
▪ June 25 th , 2024 @ 7pm – Successful students and parents/guardians must attend a MANDATORY RCMP Youth Academy Orientation (virtual)

Information Regarding Application Attachments

Attach Up-to-Date Resume:

- Resume must be word-processed and no longer than 2 pages
- Include the following information if applicable to you:
 - Community service activities you have participated in
 - Volunteer work you have done (include the organization and related duties)
 - Jobs you have had and the position you held, beginning with the most recent
 - Special skills and/or experience you have
 - Relevant courses, lectures, work experiences or other activities you have taken to explore your interest in police work
 - Hobbies and/or interests
 - Activities you participate in to maintain a healthy and active lifestyle including the frequency and duration of these activities

Attach “Diploma Verification Report”:

- Applicant must get a copy of this from their high school counsellor.

Arrange for two Teacher Reference Forms to be completed and sent to RCMP:

- Be sure to...**
 - Ask two teachers if they will each be a reference for your application.
 - Provide each of them with a printed copy of a teacher reference form (found in this application)
 - Give your referees plenty of time to complete the form
 - Remind them of the application due date and that they need to submit their completed form directly to the RCMP by this time (not to submit to you, the applicant) – RCMP email addresses are included on the reference form
 - Ask them to sign their names in ink

REMINDERS for COMPLETING THE APPLICATION (next pages)

- PRINT this application using single-sided only
- Students should fill out the “APPLICANT INFORMATION FORM” and “STUDENT APPLICATION QUESTIONS” themselves
- It is recommended that a parent or guardian review this application, to ensure accuracy

DETACH PAGES 1-5 PRIOR TO SUBMITTING APPLICATION



Richmond RCMP Youth Academy

Monday, August 19 – Friday, August 23, 2024

(Graduation Ceremony Saturday, August 24, 2024)

Application – DUE February 29, 2024 by 4pm

(due date has been extended)

APPLICANT PLEASE PRINT CLEARLY (Blue or Black Pen Only)

APPLICANT INFORMATION for RCMP

SCHOOL NAME: _____ Grade (as of Sept 1, 2023) _____

PEN #: _____ School Counsellor: _____

LEGAL Name: _____
First Middle Last

APPLICANT ... go to page 7

For Richmond RCMP OFFICE USE ONLY

Application Received Date: _____

Application Complete Missing Items: _____

Criminal Record Check Passed No Yes

Personal Fitness Test Granted No Yes Date: _____

Personal Fitness Test Passed No Yes

Interview Granted No Yes Date: _____

Accepted into ACADEMY No Yes

\$200 fees paid to CofR No Yes

T-Shirt/Sweatshirt Size: _____ Jacket Size: _____ Pant Size: _____ Hat Size: _____



2024 Application

Richmond RCMP Youth Academy APPLICANT INFORMATION FORM

PLEASE PRINT CLEARLY (Blue or Black Pen Only)

STUDENT INFORMATION

SCHOOL NAME: _____ Grade (as of Sept 1, 2023) _____

PEN #: _____ School Counsellor: _____

LEGAL Name: _____
First
Middle
Last

PREFERRED Name (used at school) _____
First
Last

Mailing Address: _____

City/Prov: _____ Postal Code: _____

Birthdate (year/month/day): ____/____/____ Citizenship: _____

Student Email (PRINT CLEARLY): _____

Student Cell Phone: _____ Home Phone: _____

Gender Preference (check): Male Female Other (optional to state preference) _____

Height (cm): _____ Weight (kg): _____ Handedness (left or right): _____

Do you have a driver’s license? (check): Yes No If yes, give DL #: _____

Applicant’s Signature: I certify that all statements in this application package are true and complete.

Date: _____ Signature: _____

Richmond RCMP Youth Academy

STUDENT APPLICATION QUESTIONS

(In student's own handwriting)

Why do you wish to take part in the Richmond RCMP Youth Academy?

Explain **your view** of the **Police officer's role** in society.

Richmond RCMP Youth Academy

PARENT/GUARDIAN INFORMATION

It is presumed that most high school students live with at least one supervising adult. For the purposes of this application this person is referred to as Parent or Guardian. This adult may include a step-parent, foster-parent, grand-parent, uncle, aunt, adult brother or sister, or some other relative or legally appointed supervisor.

Students who live on their own should advise their Career Information Advisor when completing their application.

PLEASE PRINT CLEARLY (Blue or Black Pen Only)

PARENT / GUARDIAN INFORMATION

LEGAL Name: _____
First Last

Email (PRINT CLEARLY): _____

Cell Phone: _____ Home Phone: _____

Work Phone: _____ Relationship to Applicant: _____

Parent/Guardian Signature: I certify that all statements in this application package are true and complete.

Date: _____ Signature: _____

Parent/Guardian to Please Complete and/or Sign:

- RCMP Criminal Record and Police Indices Check
- RCMP Model Release Agreement
- Answer the following:

List any conditions, injuries or illnesses that may affect applicant's physical activity during the Academy:

If applicant has been under the care of a Doctor for **ANY** reason within the preceding two (2) years please explain:

If applicant is currently on any medications please list them and include the reason for taking them:

List any food allergies or dietary restrictions, including for religious purposes:

Richmond RCMP Youth Academy

DECLARATIONS

By their signatures below, the parties declare **ALL** the information contained within this Richmond RCMP Youth Academy application package, has been read and understood, including all clearly outlined rules, regulations and expectations.

It is understood that the Richmond RCMP Youth Academy will be a physically demanding program.

Parents/Guardians declare that this student does not have any existing medical conditions or physical problems that would place their child/ward at risk by taking part in the program and that they are prepared to undertake the challenges presented at the Academy.

The student applicant declares they will adhere to all safety protocols that may be in place as determined by the BC Provincial Health Officer and the Richmond RCMP.

The signatories understand that; at any point in the application process and, if accepted, at any point after this student has been accepted, they will immediately notify their School's RCMP representative of any circumstance, within our school district and or within our community, or adverse contact with the police, that may bring the appropriateness of my child's/ward's, behaviour into question.

Circumstances as stated above may not necessarily result in the applicant being removed as an RCMP Youth Academy participant however, a failure to disclose or conceal any of the circumstances mentioned above will result in my, the student's, removal from the program.

Student Applicant Signature: _____

Date: _____
(yyyy-mm-dd)

Parent/Guardian Signature: _____

Date: _____
(yyyy-mm-dd)

Richmond RCMP Youth Academy

RCMP CRIMINAL RECORD AND POLICE INDICES CHECK

(Please Print)

Applicant FULL Name (please print): _____

1. To your knowledge, have you, or any of your family members, ever been the subject of a police criminal investigation? If "yes", please explain.

2. I, (print Applicant name) _____, give permission to the Royal Canadian Mounted Police to obtain all information necessary to qualify me in this Work Experience Program. It is understood that the RCMP will have final authority in the approval or rejection of an application, and whose decision or the criteria, or method of arriving at such a decision, will not be questioned or objected to by me, and I will bear no grievance against the RCMP in this respect.

Note: Any false, misleading or omitted information with respect to this application will be grounds for; removal from the application process or, if accepted, immediate removal from the academy.

Applicant Signature: _____

Date: _____
(yyyy-mm-dd)

Parent//Guardian Signature: _____

Date: _____
(yyyy-mm-dd)

RCMP / STAFF USE ONLY:

(These check boxes are for police use only, please check applicable box)

- CPIC Persons Check:
- CPIC CNI And CR:
- PIRS PROS PRIME:
- Driving Record:

Interview Notes:

Police Interview Recommendations:



**POLICE OBSERVER
PROGRAM WAIVER**

**PROGRAMME D'OBSERVATEUR DU
TRAVAIL POLICIER - DÉSISTEMENT**

Applicant – Participant	Date of Birth Date de naissance	Address - Adresse	Province BC
Next of Kin - Nom du plus proche parent	Program – Programme August 2024 Richmond RCMP Youth Academy		

IF UNDER 18 YEARS OF AGE, SECTIONS B, C, D AND E APPLY. IF OVER 18 YEARS OF AGE, SECTIONS A, B, C AND E APPLY.

LES PARTIES B, C, D ET E S'APPLIQUENT AUX MOINS DE 18 ANS. LES PARTIES A, B, C ET E S'APPLIQUENT AUX PLUS DE 18 ANS.

A WAIVER OF CLAIM

Being the age of majority in consideration of my participation with the Royal Canadian Mounted Police (RCMP) in the Program stated above, I hereby absolve and save harmless the RCMP and its individual employees and agents from liabilities, causes of action, damages or otherwise for defamation, personal injury or loss of or damage to property however caused by or resulting from my participation in the program stated above.

DÉSISTEMENT DE REVENDICATION

Ayant atteint la majorité et en considération de ma participation avec la Gendarmerie royale du Canada (GRC) au programme nommé ci-dessus, je dégage par les présentes la GRC et ses employés et agents de toute responsabilité, matière à procès, poursuite en dommages-intérêts ou autre, relativement à toute diffamation, blessure, perte ou dommage matériel subi en raison de ou à la suite de ma participation audit programme.

B AGREEMENT TO CONSENT FOR APPLICATION

I do declare that prior to seeking publication of any article or other material containing information of which may come into my possession through my participation in a Police Observer Program with the Royal Canadian Mounted Police (RCMP), I will submit same for review by the Commander of the RCMP Division wherein I participate.

CONVENTION DE PUBLICATION

Je conviens qu'avant de faire publier quelque ouvrage ou article que ce soit contenant des renseignements que je pourrais obtenir lors de ma participation au Programme d'observateur du travail policier avec la Gendarmerie royale du Canada (GRC), je devrai le soumettre d'abord à l'approbation du commandant de la division de la GRC où j'aurai pris part à ce programme.

C DECLARATION OF CONFIDENTIALITY

I do solemnly declare that I will not disclose to any person outside the RCMP any information of which may come into my possession through my participation in a Police Observer Program with the Force, without authorization from the Commander of the RCMP Division where I participate.

ENGAGEMENT AU SECRET

Je m'engage solennellement à ne divulguer à quiconque n'appartenant pas à la GRC aucun des renseignements que je pourrais obtenir lors de ma participation au Programme d'observateur du travail policier avec la Gendarmerie, à moins d'en avoir d'abord obtenu l'autorisation du commandant de la division de la GRC où j'aurai pris part à ce programme.

D AUTHORIZATION AND WAIVER OF CLAIM

Being the parent/guardian of the participant I hereby authorize his/her participation with the RCMP in the program stated above. Furthermore and in consideration of the said participation, I hereby absolve and save harmless the RCMP and its individual employees and agents from liabilities, causes of action, damages or otherwise for defamation, personal injury or loss of or damage to property, howsoever caused by or resulting from the said participant of the above participant in the program stated.

CONSETEMENT ET DÉSISTEMENT DE REVENDICATION

En tant que parent/tuteur du participant, par les présentes je consens à le laisser participer avec la GRC au programme nommé ci-dessus. De plus, et en considération de ladite participation, je dégage par les présentes la GRC et ses employés et agents de toute responsabilité, matière à procès, poursuite en dommages-intérêts ou autre, relativement à toute diffamation, blessure, perte ou dommage matériel subi en raison de ou à la suite de la participation du participant audit programme.

E WITNESS AGREEMENT

I fully understand that, as a result of my participation with the RCMP in this Police Observer Program, I may be required and hereby agree to testify as a witness in future proceedings and that I may also be required and hereby agree to provide a statement and/or a detailed written account of my observations and actions in that regard. I also recognize and hereby agree that these written statements and/or accounts are subject to release to the defence counsel of an accused person where they are relevant to that person's defence in a related criminal proceeding.

CONVENTION DU TÉMOIN

Je sais que par suite de ma participation au Programme d'observateur du travail policier avec la GRC, je pourrais être tenu, dans le cadre de poursuites judiciaires, de témoigner et de fournir des déclarations ou des comptes rendus écrits détaillés de mes observations et de mes actions, et j'accepte de le faire. Je sais aussi que ces déclarations ou comptes rendus pourraient être communiqués à l'avocat d'un accusé s'ils peuvent servir à sa défense dans le cadre de poursuites criminelles auxquelles ils sont liés, et j'accepte qu'ils soient communiqués à l'avocat de cet accusé.

SIGNATURES

Witness – Témoin	Parent or Guardian - Parent ou Tuteur	Applicant - Participant
Approved - Approuvé Place - Lieu Date	Place – Lieu	Date



Model Release Agreement Films - Photos - Videos

Model's Information		
Name of Model	Telephone Number	Regimental No.
Home Address		
Consent and Release		
<p>I agree to model for and on behalf of Her Majesty the Queen in right of Canada in the production of RCMP photographs, motion pictures, videos or other productions ("RCMP materials").</p> <p>I give Her Majesty, her employees, agents, and representatives, the right to use, modify, reproduce and distribute in any media format, any such likeness of mine for any purpose whatsoever, whether alone or in combination with other material.</p> <p>I also give Her Majesty, her employees, agents and representatives, permission to give others these same rights, all without payment or any compensation to me.</p> <p>I release and discharge the RCMP, its employees, agents and representatives from any claims, obligations or liability of any kind related in any way to this consent or the publication or distribution of the RCMP materials.</p> <p>In witness whereof, I have executed this consent and release on (yyyy-mm-dd)</p>		
Name of Model	Signature	Date (yyyy-mm-dd)
Parent / Guardian		
Parent / Guardian must sign if model is under 18 years of age		
Name	Signature	Date (yyyy-mm-dd)
Witness		
Name	Signature	Date (yyyy-mm-dd)

Richmond RCMP Youth Academy

STANDARD PHYSICAL FITNESS TEST – March 5th/6th

(Please Print)

Student Name: _____
(last) (first)

School Name (in City of Richmond): _____

Physical Fitness Test:

All candidates will be notified as to the date and time of the test well in advance by email. This fitness test will be overseen by an **RCMP Officer** or their designate.

Candidates:

Ensure that the Standard Physical Fitness Testing form is completed with name, school name, and school district.

Results will be entered after the group testing.

If a candidate attends the Academy and it is apparent that they have not maintained the minimum fitness standards, the candidate may be sent home.

Procedure:

- Run:** “Cooper’s Test”
[run 6 laps of a 400-metre track (2.4 km) in 14 minutes or less]
- Push-ups:** Perform the **maximum** number of full body push-ups (from the toes) in 60 seconds
[minimum number - 10 push-ups]
- Sit-ups:** Perform the **maximum** number of sit-ups in 60 seconds
[minimum number - 20 sit-ups]

TEST	RESULTS	COMMENTS
2.4 km run		
Push-ups		
Sit-ups		

Date of Test: _____

Examiners Name: _____

Examiners Signature: _____

Signature of Applicant: _____

Richmond RCMP Youth Academy

TEACHER REFERENCE FORM #1

Applicants: Please fill in the top section of this form PRIOR to giving to your referee.

Applicant FULL NAME: _____ School: _____

1. How long and in what capacity do you know the applicant?
2. Do you believe this student has demonstrated the maturity (e.g. reliable, responsible) to be successful in this program? (If no, please explain.)
3. Does this student demonstrate a positive attitude towards authority? (If not, please explain.)
4. Do you think this student demonstrates a positive and enthusiastic attitude when asked to follow directions? (If not, please explain.)
5. Does this student consistently demonstrate
 - team work skills Yes No
 - active listening skills Yes No
 - communication skills Yes No

If no to any of the above, please explain.

6. Would you have any reservations at all in having this student participate in this RCMP training program? If yes, please explain.

Teacher Name

Teacher Signature

Date (yyyy-mm-dd)

Dear TEACHER REFEREE: THANK YOU for completing this reference form.

Please do not return this completed form to the applicant.

Email this directly to the Richmond RCMP. **ATTENTION to:**

Corporal Yash Barha (*Academy Commander – Richmond RCMP Youth Section*)

yash.barha@rcmp-grc.gc.ca AND alison.roberts@rcmp-grc.gc.ca

Richmond RCMP Youth Academy

TEACHER REFERENCE FORM #2

Applicants: Please fill in the top section of this form PRIOR to giving to your referee.

Applicant FULL NAME: _____ School: _____

1. How long and in what capacity do you know the applicant?
2. Do you believe this student has demonstrated the maturity (e.g. reliable, responsible) to be successful in this program? (If no, please explain.)
3. Does this student demonstrate a positive attitude towards authority? (If not, please explain.)
4. Do you think this student demonstrates a positive and enthusiastic attitude when asked to follow directions? (If not, please explain.)
5. Does this student consistently demonstrate
 - team work skills Yes No
 - active listening skills Yes No
 - communication skills Yes No
6. **If no** to any of the above, **please explain**.
7. Would you have any reservations at all in having this student participate in this RCMP training program? If yes, please explain.

Teacher Name

Teacher Signature

Date (yyyy-mm-dd)

Dear TEACHER REFEREE: THANK YOU for completing this reference form.

Please do not return this completed form to the applicant.

Email this directly to the Richmond RCMP. **ATTENTION to:**

Corporal Yash Barha (*Academy Commander – Richmond RCMP Youth Section*)

yash.barha@rcmp-grc.gc.ca AND alison.roberts@rcmp-grc.gc.ca

**STOP... THE FOLLOWING IS INFORMATION FOR THE APPLICANT TO KEEP
DO NOT SUBMIT WITH THE APPLICATION – SAVE FOR REFERENCE**

Prior to applying, please read over the next few pages, to ensure this program is right for you.

Richmond RCMP Youth Academy

RULES AND REGULATIONS

1. Once at the Academy site, students shall not leave the Richmond Secondary School property without specific direction from staff. (Students will return home each evening and return to the Youth Academy the next morning.)
2. Students shall turn in all medications to the Academy Medical Staff immediately upon arrival. Designated staff will monitor the taking of medication as prescribed. Ana-kits and inhalers shall be reported upon arrival; however, will be retained by the student.
3. Alcohol, non-prescription drugs and any other intoxicants are prohibited.
4. Smoking is not permitted at the Academy at any time.
5. Students are responsible to ensure the cleanliness and organization of facilities, including assigned student work rooms in accordance with directions from staff. Facilities used will be subject to daily inspections.
6. Students shall use only those facilities assigned to them and not make use of other facilities or amenities without specific direction from a staff member.
7. Students shall comply with the following basic RCMP dress, deportment, and personal grooming regulations for **uniform RCMP personnel**:

ALL students will adhere to the following:

- Remove all jewellery, rings, bracelets, necklaces, earrings, oral piercings and all other body piercings that are not covered by clothing, for the duration of the Academy.
- Wristwatches are strongly recommended.
- Hair must be tidy/professional and long hair needs to be pulled back in a ponytail, bun or braid.
- Facial hair must be shaved and/or tidy.
- For allergy reasons, the Academy site is a scent free environment.

The regulations described above do not detail the provisions, which are in place to accommodate religious and cultural requirements. These can be addressed individually upon the request of the student.

9. The issued uniform, including hats, will be worn when and as directed.
10. Use of personal electronic devices (laptops, iPods, Apple Watch, cell phones, etc...) will not be permitted at the Academy, except for an emergency circumstance.
11. Due to the compressed format of the Academy program there are no provisions in place to accommodate time away from the Academy or for visits at the Academy site, except when students return home at the end of each training day.
12. Students must, at all times, follow and obey all directions from the Academy staff.
13. Full disclosure of any injuries or illness must be made to an Academy staff member, prior to or during the Academy. The disclosure is to ensure the continued health of the Student.

Important Notice to Parents/Guardians and Students:

Any student who fails to comply with the rules, regulations, staff directions or staff guidance, or who become disruptive to the Academy, may have their participation in the Academy cancelled and will be asked to immediately arrange to return home.

THANK YOU for your interest in the 2024 Richmond RCMP Youth Academy. Good luck!