



## **General Order 16.5 - Personnel Auxiliaries**

**PURPOSE:** Describe the sheriff cadet unit; describe use of the cadet unit; describe duties of the cadet unit; describe training of cadets; and describe cadet uniforms.

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ISSUED BY : Sheriff Jeffrey Easter

REVIEWED BY: Standard Review Committee

### **INDEX AS:**

[16.5.1 Sheriff Cadet Unit Mission Statement](#)

[16.5.2 Use of Cadet Unit](#)

[16.5.3 Duties of Cadet Unit](#)

[16.5.4 Training of Cadets](#)

[16.5.5 Cadet Uniforms](#)

### **16.5.1 SHERIFF CADET UNIT MISSION STATEMENT AND GOALS**

#### **A. Mission Statement**

To establish and foster an understanding of duties and responsibilities today's law enforcement officials uphold in service to the community, with the youth and young adults of Sedgwick County, in partnership with the Boy Scouts of America-Learning for Life program. Instill personal pride, discipline, and excellence through all areas of the participant's life such as education, decision-making, and Sedgwick County Sheriff's Office I.D.E.A.L.S. Cadet explorers will become aware of the civic responsibilities of all citizens within Sedgwick County and bolster interest for future careers in law enforcement.

#### **B. Goals and Objectives**

The Sedgwick County Sheriff's Office Law Enforcement Cadet Explorer Post is a professional law enforcement orientation program, jointly sponsored by the Sedgwick County Sheriff's Office and the Boy Scouts of America. The major objective of this cadet explorer program is to promote the I.D.E.A.L.S, knowledge, and philosophies of the law enforcement profession.

From these objectives, this Cadet Explorer Post has identified six major goals within its activities:

- a. Service to the community,
- b. Continuing education,
- c. Commitment to excellence,
- d. Personal pride and discipline,
- e. Growth of law enforcement knowledge, skills, and training through practical experiences, and
- f. Mentoring of potential sheriff office employees.

#### **16.5.2 USE OF CADET UNIT**

- A. Members of the cadet unit are not sworn deputies and shall not be given or assigned duties requiring a sworn deputy. Examples include, but are not limited to:
  1. Arrest situations;
  2. Physical altercations; and
  3. Handling of weapons, except under the direct supervision of a firearms instructor at a range facility.

#### **16.5.3 DUTIES OF CADET UNIT**

- A. Duties, responsibilities, and obligations of the cadets shall be outlined in the Cadet Explorer Handbook. These shall be transmitted to the members by use of the chain of command and other such means as the advisor may direct. Each member shall be responsible for violations. If an employee desires a copy of the Handbook, he/she should contact the Community Liaison sergeant.
- B. Cadet explorers have the same authority that any citizen would have in the same situation.

#### **16.5.4 QUALIFICATIONS & TRAINING OF CADETS**

- A. Applicants for the cadet explorer program must be between 14 and 20 years old and have completed the eighth grade.
- B. Members will receive training and pass a test in areas of knowledge that include, but are not limited to:
  1. Ten (10) codes and signals;
  2. Information gathering at accident scenes; and

3. Traffic control.

#### **16.5.5 CADET UNIFORMS**

- A. The cadet explorer needs to be clearly distinguishable from the sworn officer, members of the community may expect assistance in situations for which the cadet explorer is not trained or empowered to act.

##### **B. Uniform**

1. The official cadet explorer uniform shirt shall be:
  - Light blue with black epaulets and black pocket flaps.
  - Explorer patch on right shoulder.
  - Sheriff cadet patch on left shoulder.
  - Above the left front pocket, SCSO cadet badge patch with an explorer rocker above the patch.
  - Rank insignia on the collar.
  - Medal name tag on right front pocket flap.
  - Medals/ribbons will be worn above right pocket flap.
2. Cadet explorers will be required to wear navy blue uniform pants.
3. All cadet explorers will be required to wear black footwear. Footwear must be leather in appearance and plain.

#### **16.5.6 FRATERNIZATION**

- A. **(R)** The Sedgwick County Sheriff's Office does not condone, and will not permit inappropriate fraternization between cadet explorers and Sedgwick County Sheriff's Office employees. This applies to all youth members regardless of local or state laws related to age of consent. Inappropriate fraternization is defined as any romantic relations to include but not limited to: hand holding, kissing, sexual activity, sexual comments and other behavior generally associated with a dating or romantic relationship.

#### **16.5.7 YOUTH PROTECTION GUIDELINES**

- A. Sedgwick County Sheriff's Office employees will practice Youth Protection Guidelines as directed by Learning for Life/Exploring which include:
  1. When an employee is mentoring a cadet explorer outside of his/ her regular duties, he/she must contact the parent/guardian of the cadet explorer if the cadet explorer is under the age of 18. The employee must also notify the community liaison sergeant or supervisor.

2. Two adults must be present on all overnight or out of town trips.
3. When possible, there should be at least two adults or more than one cadet explorer present at any event. (Exception is certified law enforcement ride-along).
4. Respect the privacy of cadet explorers.
5. Provide separate accommodations for advisors and cadet explorers and for males and females on overnight trips.
6. Ensure proper preparations for activities, especially those with safety risks.
7. Secret organizations are not permitted.
8. Appropriate standards for attire should be upheld.

#### 16.5.8 General Guidelines

- A. Ride-a-long sessions will occur with prior approval of a post advisor. No ride-a-longs shall occur on third shift.
- B. Cadet explorers are prohibited from performing covert acts or actions which may undermine the role of law enforcement exploring in the community. The Sedgwick County Sheriff's Office will not utilize cadet explorers in undercover roles of any sort and post members will not perform such roles for other law enforcement agencies while a member of Law Enforcement Post 2880.
- C. Law enforcement by its very nature has moments of extreme danger. Situations may arise where the ride-along deputy may, at his/her discretion, terminate the ride-along for the cadet explorers own safety. Should this occur, the cadet explorer shall be dropped off at a safe public location, i.e., restaurant, convenience store, fire station, etc. The deputy should immediately notify Emergency Communications of the cadet's location to arrange for him or her to be picked up.
- D. Cadet explorers are not expected to go to a distressed deputy's aid. If the cadet explorer's own safety is in question he/she should seek a safe position and notify the Emergency Communications of the emergency. The cadet explorer's only obligation in a serious situation is to get to safety and request aid for the deputy.
- E. No cadet explorer should drive a county owned vehicle except in an extreme case of an emergency or escape or other special circumstance as directed by the ride-along deputy or sheriff supervisor.

- F. Cadet explorers may identify themselves and briefly explain his or her presence if asked, but will not otherwise engage in conversation with suspects, witnesses, prisoners, victims, or complainants unless specifically instructed to do so by a deputy.
- G. Cadet explorers in uniform shall not enter any bars or adult establishments unless over the age of 18 or authorized to do so by a deputy.
- H. If a cadet explorer is injured, the staff duty will be notified and the event will be handled as if the cadet explorer was an employee.