

# WOODLAND POLICE DEPARTMENT

---

## Ride-Along Program

The Ride-Along Program provides an opportunity for citizens to experience the law enforcement function first hand. This policy provides the requirements, approval process, and hours of operation for the Ride-Along Program.

### PROCEDURE TO REQUEST A RIDE-ALONG

Generally, ride-along requests will be scheduled by the Chief of Police or designee. The participant will complete the Woodland Police Department ride-along request packet which includes a waiver form. Information requested will include a valid ID or Washington driver's license, address, and telephone number. If the participant is under 18 years of age, a parent/guardian must be present to complete the Ride-Along form.

The Chief of Police or designee will schedule a date, based on availability, at least one week after the date of application if possible. If approved, a copy will be forwarded to the respective Shift Sergeant as soon as possible for his/her scheduling considerations.

If the ride-along is denied after the request has been made, a representative of the department will contact the applicant and advise him/her of the denial.

While it is the policy of this department to allow ride-alongs, the department reserves the right to deny any ride-along request. Such a denial is an "administrative decision".

### ELIGIBILITY

The Woodland Police Department Ride-Along Program is offered to:

- Residents of the city.
- Students of the Woodland School District or a local college/university when enrolled in a Criminal Justice degree program.
- Those employed within the City.
- Family members of current Woodland Police Department employees are also eligible for a ride-along once every 30 days providing they would not be disqualified under this chapter.

Every attempt will be made to accommodate interested persons however **any** applicant may be disqualified without cause. Persons who do not meet the basic eligibility for a ride-along may be approved for same on a case by case basis by the Chief of Police.

Citizen ride-alongs generally will not be assigned to officers who express a desire NOT to have the assigned rider.

The following factors may be considered in disqualifying an applicant and are not limited to:

- Being under 15 years of age (generally not allowed).
- Prior criminal history (including traffic/drivers license issues).
- Pending criminal action.
- Pending lawsuit against the Department.
- Denial by any supervisor.
- Not a resident of the City of Woodland.

## **AVAILABILITY**

The Ride-Along Program is available on most days of the week, with certain exceptions. The ride-along times are from 6:00 a.m. to 12:00 p.m. Exceptions to this schedule may be made as approved by the Chief of Police or Shift Sergeant.

Juveniles will not be allowed to ride past 12:00 midnight.

## **PROGRAM REQUIREMENTS**

Once approved, civilian ride-alongs will be allowed to ride no more than once every three months (one month for employee family members). An exception would apply to the following: Cadets, Explorers, VIP, Chaplains, Reserves, police applicants, and all others with approval of the Shift Sergeant or Chief of Police.

An effort will be made to ensure that no more than one citizen will participate in a ride-along during any given time period. Normally, no more than one ride-along will be allowed in the officer's vehicle at a given time.

## **SUITABLE ATTIRE**

Any person approved to ride along is required to be suitably dressed in collared shirt (includes polo shirts), blouse or jacket, slacks and shoes. Sandals, T-shirts, tank tops, shorts and ripped or torn blue jeans are not permitted. Hats and ball caps will not be worn in the police vehicle. Attire with any type of offensive or potentially offensive logo is not allowed. The Shift Sergeant or field supervisor may refuse a ride along to anyone not properly dressed.

## **PEACE OFFICER RIDE-ALONGS**

Off-duty members of this department or any other law enforcement agency will not be permitted to ride-along with on-duty officers without the expressed consent of the Shift Sergeant. In the event that such a ride-along is permitted, the off-duty employee shall not be considered on-duty and shall not represent themselves as a peace officer or participate in any law enforcement activity except as emergency circumstances may require.

## **OFFICER'S RESPONSIBILITY**

The officer shall advise the dispatcher that a ride-along is present in the vehicle before going into service and shall so note the presence of the rider in their MDT unit history. Officers shall consider the safety of the ride-along at all times. Officers should use sound discretion when encountering a potentially dangerous situation, and if feasible, let the participant out of the vehicle in a well-lighted place of safety. The dispatcher will be advised of the situation and as soon as practical have another police unit respond to pick up the participant at that location. The ride-along may be continued or terminated at this time.

The Chief of Police or designee is responsible for maintaining and scheduling ride-alongs. Upon completion of the ride-along, the form shall be returned to the Chief of Police or designee with any comments which may be offered by the officer.

## **RIDE-ALONG'S RESPONSIBILITY**

- The ride-along will follow the directions of the officer.
- The ride-along will remain in the police vehicle at all times unless specifically told otherwise by the officer. (Breaks and stops at police facilities do not require officer permission to exit the vehicle.)

- The ride-along will not become involved in any investigation, handling of evidence, discussions with victims or suspects, or handling any police equipment.
- The ride-along may terminate the ride-along at any time and the officer may return the observer to their home or to the station if the ride-along interferes with the performance of the officer's duties.
- Ride-alongs may be allowed to continue riding during the transportation and booking process provided this does not jeopardize their safety.
- Officers will not allow any ride-alongs to be present in any residences or situations that would jeopardize their safety or cause undue stress or embarrassment to a victim or any other citizen.
- Under no circumstance shall a civilian ride along be permitted to enter a private residence with an officer without the expressed consent of the resident or other authorized person.

**ADDITIONAL GUIDELINES**

- NO WEAPONS OF ANY KIND ARE PERMITTED ON THE RIDE. Do not bring guns, knives or chemical sprays on your ride.
- Be prepared for unexpected cool or wet weather.
- Do not wear any clothing with law enforcement insignia or emblems.
- Our Officers will be clean and well groomed and the same is expected from you. This includes bathing prior to the ride; clean, neat hair and clothing; and no excessive use of perfume or cologne.
- Do not bring a camera, video camera or tape recorder on your ride. These devices may distract the Officer and can create a hostile response from citizens who may not wish to be photographed or recorded.
- Bring money for a meal break and/or drinks and snacks for yourself.
- Do not consume any alcoholic beverages before your ride along.
- If you are ill, or have a cold, please call and reschedule a ride for another day.
- Keep in mind that many people that law enforcement deal with are ill, diseased, bleeding, mentally ill and unpredictable. You may be exposed to risky and unhealthy persons and environments. Prior to your ride, any exposed cuts or sores you may have must be covered with a bandage/band-aid. If you should come into contact with any blood or body fluid, IMMEDIATELY notify the Officer.
- We will attempt to make the ride-along as interesting as possible; however, we cannot guarantee constant action. Often the Officer will have to complete written reports, which could take up a large amount of your "ride" time. That is the nature of this work.
- If you have any needs, such as something to eat, drink or the use of a restroom, feel free to advise the Officer. Every effort will be made to accommodate your needs.
- Civilian riders must agree that any protected/privileged/confidential information that they may hear or observe may not be disseminated to others.
- Once a ride-along has begun, the officer being ridden with has sole control and authority over the ride and may terminate same at any time the officer deems it to be appropriate to do so. Examples of reasons to terminate a ride-along may include, but not be limited to, the following:
  - Improper conduct or actions by the rider.
  - Safety of the rider due to emergency circumstances/conditions.
  - Illness of the rider.
- Any violation of these requirements will result in the immediate termination of the ride.

**I FULLY UNDERSTAND AND AGREE TO THE ABOVE LISTED POLICIES AND GUIDELINES.**

Printed Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# WOODLAND POLICE DEPARTMENT

## RIDE-ALONG AGREEMENT ASSUMING RISK OF INJURY OR DAMAGE WAIVER AND RELEASE OF ALL CLAIMS

For and in consideration of being permitted to ride in a City of Woodland Police Department vehicle as a passenger or observer, and in acknowledgment of the fact that the work and activities of said law enforcement agency are inherently dangerous, involving possible risk of injury or death, damage or loss to person or property, and further in acknowledgment that said law enforcement agency did not take the initiative in extending an invitation to ride or accompany its members,

I, \_\_\_\_\_  
Rider's Full Name or Parent /Guardian on Behalf of a Minor

for myself, my heirs, assigns or other successors in interest, do hereby release and forever discharge the City of Woodland, its police department, officers, agents, employees, agencies, and all other departments from any and all liability for all existing and future claims, damages, and causes of action of any nature whatsoever, known or unknown, including but not limited to negligence which I may have or which may injure me as a result of the acts or omissions of the City of Woodland Police Department officer or officers who I am accompanying or observing or any other officer on that police force, or the acts or omissions of any third person, or which otherwise arise as a result of my being said passenger or observer, and I do hereby waive any claim against the City of Woodland, its police department, officer(s), agents, employees, agencies and all other departments for personal injuries, death, loss of service, property damage or medical expenses or whatever nature, which might arise during or an a result of my accompanying the City of Woodland police officer as a passenger in their vehicle or as an observer of the performance of their official duties. I also agree that any protected/privileged/confidential information that I may hear or observe may not be disseminated to others.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Date Month Year

\_\_\_\_\_  
Rider's Signature

-----  
*Riders under the age of 18 are required to obtain permission and signature of parent/guardian.*

I, \_\_\_\_\_, parent/guardian of \_\_\_\_\_,  
give my permission for the above named applicant to ride in a City of Woodland Police Department vehicle as an observer.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date Signed

Date of Request: \_\_\_\_\_

# WOODLAND POLICE DEPARTMENT

## RIDE-ALONG REQUEST

**Date & Time Requested:** \_\_\_\_\_ **Officer Requested:** \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

DOB: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip Code

Rider's Business/Occupation: \_\_\_\_\_  
(IF STUDENT, NAME OF SCHOOL & GRADE. IF RELATIVE, STATE RELATIONSHIP)

Family doctor or medical services requested by rider if injured or ill: \_\_\_\_\_

IN CASE OF EMERGENCY OR ACCIDENT: (Nearest relative, parent or guardian)

Name	Address	Phone Number
_____	_____	_____

***I am interested in riding with Woodland Police Department. I do not have a prior criminal history or pending criminal action against me. I acknowledge and consent to a driver's license and criminal background check prior to being granted a ride-along.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### DEPARTMENT USE ONLY BELOW THIS LINE

Approval by Chief or designee: \_\_\_\_\_ Date: \_\_\_\_\_

Background Check:

WANTS: \_\_\_\_\_ Spillman: \_\_\_\_\_ NCIC III: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Date of Ride-Along: \_\_\_\_\_

# WOODLAND POLICE DEPARTMENT

## RIDE-ALONG ORIENTATION CHECK-OFF SHEET

To be completed prior to the Ride-Along

### INITIALS

Officer    Rider

- \_\_\_\_\_    \_\_\_\_\_ 1. The rider has received instructions in the use of the police radio.
- \_\_\_\_\_    \_\_\_\_\_ 2. The rider knows how to open the trunk.
- \_\_\_\_\_    \_\_\_\_\_ 3. The rider knows the location of the first aid kit.
- \_\_\_\_\_    \_\_\_\_\_ 4. The rider knows the location of the fire extinguisher and has been instructed in its use.
- \_\_\_\_\_    \_\_\_\_\_ 5. The rider knows the location of the flares and was instructed how to ignite them.  
(The rider will not ignite or place flares unless told to do so by the officer.)
- \_\_\_\_\_    \_\_\_\_\_ 6. The rider has been instructed to remain inside the patrol vehicle unless told otherwise by the officer.
- \_\_\_\_\_    \_\_\_\_\_ 7. The rider has been instructed to wear the seat/shoulder belt at all times.
- \_\_\_\_\_    \_\_\_\_\_ 8. The rider has been instructed not to engage in any conversation with violators or prisoners other than general courtesies.
- \_\_\_\_\_    \_\_\_\_\_ 9. The rider has been informed that if the officer is responding to any known dangerous situation, the rider may be let out prior to arrival at the situation.
- \_\_\_\_\_    \_\_\_\_\_ 10. The rider has been informed that in any situation where an officer encounters violator resistance or becomes involved in an altercation, the rider's responsibility will be to solicit assistance via the radio or other means and take all necessary measures to protect himself/herself.
- \_\_\_\_\_    \_\_\_\_\_ 11. The rider has been instructed to obey all commands given by the officer.
- \_\_\_\_\_    \_\_\_\_\_ 12. The officer has advised communications that a civilian rider is in the vehicle.
- \_\_\_\_\_    \_\_\_\_\_ 13. The rider has been informed that confidential/privileged information may not be disseminated.

Officer's Signature: \_\_\_\_\_ # \_\_\_\_\_

Rider's Signature: \_\_\_\_\_

### RIDE-ALONG REPORT: To be completed by Officer and returned to Sergeant

Hour's rider was in the car with you: From \_\_\_\_\_ to \_\_\_\_\_ Total Hours: \_\_\_\_\_

Note any unusual activity, which might be of later significance, such as major crimes, comments of rider, or other problems, which you felt were significant: \_\_\_\_\_

\_\_\_\_\_

Did the rider interfere with your duties or act improperly in any way? \_\_\_\_\_

\_\_\_\_\_

Suggestions or comments: \_\_\_\_\_

Officer's Name: \_\_\_\_\_ # \_\_\_\_\_