

**PRINCE WILLIAM COUNTY POLICE DEPARTMENT
MANUAL OF GENERAL ORDERS**

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**CRIMINAL JUSTICE ACADEMY TRAINING: FIELD TRAINING
PROGRAM FOR SERGEANTS**

- A. All newly promoted sergeants shall complete the Academy's "First Line Supervisor Course" and the Department's "Field Training Manual for New Supervisors" within six (6) months of promotion to sergeant, regardless of assignment.
- B. Newly promoted sergeants in field training should perform supervisory duties only under the direct supervision of an experienced supervisor of this Department.
- C. Newly promoted sergeants, regardless of assignment, are required to complete one twenty-eight (28) day pay cycle on a single patrol squad, receiving instructional field training provided by this Department. During the first five (5) workdays, the probationary sergeant does not count toward minimum staffing for supervisory coverage.
 - 1. The first five (5) workdays, at a minimum, will be under the direct supervision of a Field Training Supervisor (FTS).
 - 2. The following five (5) workdays will be with the newly promoted sergeant responding to calls independently. However, the newly promoted sergeant's actions must be actively monitored by an experienced supervisor; via visual observation, monitoring of the police radio and MDC, or telephone contact.
 - 3. The field training period may be extended upon documented recommendation of the Field Training Supervisor, through the chain of command, with approval of the District Commander.
- D. Field Training Supervisors (experienced sergeants, first sergeants or lieutenants) will be chosen by the District Commanders based on their ability to evaluate performance, experience as supervisors, prior training and experiences as FTOs, and knowledge of Departmental policies and procedures.
- E. Prior to release from field training, the Academy's Field Training Coordinator and the Academy Director are tasked with reviewing the completed field training manual and supporting documentation to ensure the Field Training Supervisors are complying with program requirements.
- F. Lieutenants are tasked with monitoring Field Training Supervisors to ensure that they are training newly promoted sergeants appropriately.