

CATALOG INFORMATION

Dept and Nbr: AJ 366

Title: JUV CORRECTIONS OFFICER

Full Title: Juvenile Corrections Officer Core Course

Last Reviewed: 8/24/2015

| Units   |      | Course Hours per Week |       | Nbr of Weeks | Course Hours Total |        |
|---------|------|-----------------------|-------|--------------|--------------------|--------|
| Maximum | 5.00 | Lecture Scheduled     | 13.00 | 4            | Lecture Scheduled  | 52.00  |
| Minimum | 5.00 | Lab Scheduled         | 13.50 | 4            | Lab Scheduled      | 54.00  |
|         |      | Contact DHR           | 13.50 |              | Contact DHR        | 54.00  |
|         |      | Contact Total         | 40.00 |              | Contact Total      | 160.00 |
|         |      | Non-contact DHR       | 0     |              | Non-contact DHR    | 0      |

Total Out of Class Hours: 104.00

Total Student Learning Hours: 264.00

Title 5 Category: AA Degree Non-Applicable

Grading: P/NP Only

Repeatability: 21 - Legally Mandated Repetition

Also Listed As:

Formerly: AJ 221.4

**Catalog Description:**  
The Juvenile Corrections Officer Core (JCO) course presents the required training for entry level juvenile corrections officers as mandated by the Standards and Training for Corrections (STC), a state regulatory agency. Topics addressed include: supervising juveniles, searching and maintaining security, investigating and detecting problems, report writing, record keeping, handling emergencies, counseling, interacting and communicating with juveniles, as well as people external to staff, interpersonal relations, physical training, defensive tactics, and restraint techniques. The Juvenile Corrections Officer Core course provides instruction and evaluation of all academic, physical, and behavioral traits required by the STC to meet the minimum standards to be employed as a juvenile corrections officer in the State of California.

**Prerequisites/Corequisites:**

**Recommended Preparation:**

**Limits on Enrollment:**

**Schedule of Classes Information:**

Description: The Juvenile Corrections Officer Core (JCO) course presents the required training for entry level juvenile corrections officers as mandated by the Standards and Training for Corrections (STC), a state regulatory agency. Topics addressed include: supervising juveniles, searching and maintaining security, investigating and detecting problems, report writing, record keeping, handling emergencies, counseling, interacting and communicating with juveniles, as well as people external to staff, interpersonal relations, physical training, defensive tactics, and restraint techniques. The Juvenile Corrections Officer Core course provides instruction and evaluation of all academic, physical, and behavioral traits required by the STC to meet the minimum standards to be employed as a juvenile corrections officer in the State of California.

(P/NP Only)

Prerequisites/Corequisites:

Recommended:

Limits on Enrollment:

Transfer Credit:

Repeatability: Legally Mandated Repetition

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

|                      |                      |            |           |
|----------------------|----------------------|------------|-----------|
| <b>AS Degree:</b>    | <b>Area</b>          | Effective: | Inactive: |
| <b>CSU GE:</b>       | <b>Transfer Area</b> | Effective: | Inactive: |
| <b>IGETC:</b>        | <b>Transfer Area</b> | Effective: | Inactive: |
| <b>CSU Transfer:</b> |                      | Effective: | Inactive: |
| <b>UC Transfer:</b>  |                      | Effective: | Inactive: |

**CID:**

**Certificate/Major Applicable:**

Not Certificate/Major Applicable

## **COURSE CONTENT**

### **Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Identify and demonstrate major tasks and responsibilities of a juvenile corrections officer in juvenile detention facilities in the State of California as defined in the latest statewide job analysis.
2. Identify and describe the overall mission of a juvenile corrections officer and its place in the California Criminal Justice System as established in state law.

### **Objectives:**

Upon completion of the course, students will be able to:

1. Identify the role and responsibilities of a juvenile corrections officer.
2. Develop and demonstrate the skills in the areas of receiving, booking, and releasing.
3. Explain and demonstrate the appropriate techniques for transportation.
4. Develop and demonstrate report writing and record keeping skills.
5. Recognize major areas of liability of the juvenile corrections officer.
6. Identify the laws, policies, and procedures regarding juvenile corrections officers.
7. Recognize the need to monitor medical and psychological services.

8. Identify the physically demanding tasks required in handling of juveniles.
9. Apply searching and securing techniques.
10. Exercise verbal and written communication skills.
11. Identify the skills necessary to handle emergencies, fires, life safety issues and evacuations.

## **Topics and Scope:**

### **I. California Criminal Justice System**

- A. Roles and responsibilities of the juvenile corrections officer
- B. Juvenile justice system and process

### **2. Professionalism And Ethics**

- A. Definition of ethics
- B. Image

### **3. Codes, Statutes and Other Legal References**

- A. Legal foundations
- B. Reference use of codes and juvenile court rules
- C. Constitutional rights, civil rights, and case law

### **4. Medical and Mental Health Issues**

- A. Indicators of child abuse
- B. Indicators of substance abuse
- C. Medical considerations
- D. Mental health considerations
- E. Suicide prevention
- F. Handling medications

### **5. Report Writing and Record Keeping**

- A. Assessment and overview
- B. Information gathering and note-taking
- C. Write reports dealing with juvenile behavior and officer response

### **6. Defensive Tactics and Restraint Techniques**

- A. Principles of use of force
- B. Defensive Tactics
  1. Footwork, balance and falling
  2. Control holds
  3. Take downs
  4. Escaping techniques
  5. Ground control techniques
  6. Handcuffing and searches
  7. Safety room and physical restraints
  8. Room extractions

### **7. Intake, Receiving, Classification, and Releasing**

- A. Intake and receive juveniles
- B. Admitting and orientation
- C. Classification
- D. Release procedures

### **8. Daily Supervision**

- A. Safety and health standards
- B. Group dynamics
- C. Recreation and leisure
- D. Disciplinary procedures and handling grievances
- E. Clothing, bedding, mail and telephone

### **9. Contraband and Evidence**

- A. Identifying and handling contraband

- B. Identifying and handling evidence
- 10. Communication Skills
  - A. Elements of interpersonal communications
  - B. Communications with co-workers, parents and the public
- 11. Searching and Security
  - A. Lock and key control
  - B. Searching the facility
  - C. Searching juveniles
- 12. Emergencies and Fire and Life Safety
  - A. Emergency planning and preparation
  - B. Fire and life safety
- 13. Transportation and Escort
  - A. Apply appropriate restraints
  - B. Escort juveniles to or from location inside or outside facility
- 14. Physical Conditioning
  - A. Initial assessment
  - B. Final assessment

### Assignment:

1. Read instructor prepared materials (1-5 pages per week)
2. Research and complete 3-5 in-class and take home written assignments, including essays and reports
3. Complete 39-45 STC behavior skills tests
4. Complete 8-12 STC written skills tests, including reports
5. Complete 10-15 quizzes.
6. Complete 8-12 learning activities
7. Mandatory attendance and participation

### Methods of Evaluation/Basis of Grade:

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

|                    |
|--------------------|
| Essays and reports |
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| Writing<br>5 - 10% |
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**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

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|---------------------|
| Learning activities |
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|                           |
|---------------------------|
| Problem solving<br>0 - 5% |
|---------------------------|

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

|                           |
|---------------------------|
| STC behavior skills tests |
|---------------------------|

|                                  |
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| Skill Demonstrations<br>25 - 40% |
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**Exams:** All forms of formal testing, other than skill performance exams.

STC written tests (multiple choice) and quizzes

Exams  
25 - 40%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

Mandatory attendance and participation as required by STC.

Other Category  
25 - 40%

**Representative Textbooks and Materials:**

Instructor prepared materials