

CITIZEN'S FIRE ACADEMY PROGRAM POLICIES

The following policies are in effect for the Cedar Hill Fire Department Citizen's Fire Academy. All citizens enrolling in the program are expected to follow these policies.

1. Classes will be three (3) hours in length beginning at 6:30 p.m. and ending at 9:30 p.m. **All classes will start on time** and participant are encouraged to be on time for start-up and from breaks.
2. Attendance is an important part of the course, therefore, any student missing more than two (2) classes will not receive a certificate at graduation.
3. In accordance with City policy, **NO** tobacco use is allowed inside Fire Department buildings or vehicles.
4. It is requested that **NO** shorts, tank tops or t-shirts permitted during classes (Except for CFA departmental Shirts). In addition, **NO** high heel shoes during field trips or exercises. It is recommended that slacks or jeans be worn for outside activities.
5. You will wear your Citizen's Fire Academy I.D. tag at **ALL** times when riding with the Fire Department. **At no time will you be allowed to take part in an emergency scene operation!**
6. Your safety is the most important part of the program, therefore, all participants must follow the instructions given by their instructors.

Instructors

All class instructors are members of the Cedar Hill Fire Department and are committed to providing appropriate information to all participants in the CFA. All instructors are State of Texas Certified Firefighters and Texas Department of Health Certified Paramedics. Members of the department will assist in many of the hands-on drills.

Class Size / Selection of Participants

Each session will average 12 participants. A larger group inhibits frequent interaction between participants and instructors. **SAFETY** is of the utmost concern and limiting participants allows for a safer learning environment.

General background checks of potential participants are conducted. Participants will be contacted to ensure they are familiar with the program and the time commitment involved.

It is imperative for the participants to realize that the Citizens Fire Academy is a learning experience to help them better handle themselves in emergency situations. It is not intended to train them as firefighters or assist at a fire.

Measuring the Academy's Success

In order to keep the CFA informative and interesting; participants are encouraged to critique the program throughout its entirety. Enhancements to the program will be implemented as a result of the feedback received from the participants.

Students are encouraged to participate in all practical demonstrations and to interact with the instructors and one another.