



KERN COUNTY PROBATION DEPARTMENT

Policies And Procedures

TITLE: Ride Along Program			Article: 1616
APPROVED: William Dickinson, Chief Probation Officer			
EFFECTIVE: September 2015	REVIEWED: August 2018	REVISED: September 2024	UPDATED: August 2018

POLICY

The Kern County Probation Department will provide certain individuals the opportunity to observe the operation of the Probation Department through the Ride-Along Program. The level or type of observation allowed will be defined by the approving authority. Participation in this program is a privilege. Persons who have provided compensation, as consideration or preference for a ride along, to any charity, event, or entity, public or private are ineligible to participate in the Ride-Along Program. A supervisor may terminate an individual's participation at any time for inappropriate behavior on the part of the participant or for operational requirements of the Probation Department. Individuals accepted for this program will only be allowed to observe and will not perform tasks or otherwise involve themselves in any activity, nor will they possess any firearm, weapon, or other device which is used to incapacitate (i.e., pepper spray, mace, etc.). Peace officers as defined by Penal Code Sections 830.1 and 830.5 are exempted from the weapon prohibition.

I. APPROVING AUTHORITIES

The Chief Probation Officer and Deputy Chief Probation Officers are designated as approving authorities for this program.

II. PROCEDURE

- A. Participants in the program must be at least 18 years old and fall under one of the following:
1. Members of the Probation Department.
 2. Other Government, Business, Media, or Probation Department related personnel.
 3. Personnel from governmental agencies.
 4. Individuals requiring orientation to law enforcement when fulfilling the needs of the Probation Department or the county.
 5. Visiting law enforcement officers.

6. Spouse or relative of a member of the Probation Department.
7. Members of the news media.
8. Civilian personnel.
9. General public with a reason for participation.

Generally civilian personnel will be limited to one (1) ride along per calendar year. Exceptions will be approved and noted by the approving authority. Circumstances regarding a ride along not addressed in this policy will be reviewed and evaluated for approval at the sole discretion of the Chief Probation Officer.

- B. Requests for this program from the general public will require individuals to be checked through C.J.I.S., C.L.E.T.S. Criminal History System, or other information sources to evaluate their suitability for the program. Individuals will not be allowed to participate in the program if they have a criminal history involving any felony, narcotic offenses, crimes of violence, sexual assault or abuse, or any other offense or activity deemed disqualifying by the approving authority.
- C. Program waiver forms will be retained within the affected division for five years and will be destroyed in accordance with state law and county ordinance.

III. PROGRAM REQUESTS

- A. Program Requests should be provided to the Probation Supervisor of Administrative Services who will:
 1. Determine eligibility to participate in the program based on the provisions of Procedures A and B above.
 2. Ensure a photocopy of a governmental picture identification card of the requestor is attached to the request form.
 3. Forward the request to an approving authority with any pertinent information attached.
 4. The request may be made verbally if authorized by the approving authority.
- B. The approving authority will:
 1. Review the request to ensure compliance with this policy.

2. Review the information provided as a result of Procedures A and B.
 3. Denied requests will be sent back to the Administrative Services Probation Supervisor who will notify the requesting individual of the denial.
 4. Route the approved request to the Probation Supervisor of Administrative Services who will log and forward to the affected Division Director or work unit supervisor.
- C. The Division Director, work unit supervisor, or their designee will:
1. Notify the requesting individual of the program request approval.
 2. Schedule a time and place for participation in the program.
 3. Ensure the program participant completes and signs the appropriate program waiver form prior to the participation.

IV. PARTICIPANT RESPONSIBILITY

- A. A requesting individual will complete the top portion of the form. Prior to participation, the remainder of the form will be completed and signed.
- B. Program participants will adhere to a dress code policy because they have an impact upon our image. If improperly dressed, they may be mistaken by other citizens and/or officers for other than program participants. All clothing worn must be clean and in good condition. Supervisors may reject participants who are improperly dressed or require inappropriate apparel items (i.e., jewelry, chains, etc.) be removed. The dress code is:
1. Button front shirt with collar. No logos or printed wording of any kind.
 2. Pants must not be excessively baggy, tattered or torn. No skirts or dresses.
 3. Dress or casual shoes. No sandals.
 4. Jackets or sweaters may be worn but must be free of logos or printed wording.
 5. No hats.