

Tarrant County Sheriff's Office Training Academy Rules

Training Academy

837 Brown Trail, Bedford, TX 76022

Phone: (817) 531-7634 | Fax: (817) 531-7660

1. Attendance

- Students are expected to attend all scheduled classes. Absences will only be permitted with prior approval from the Training Coordinator or their designee, and only if make-up provisions are available.
- Tardiness is not acceptable and will require make-up time.
- Supervisors will be notified of any student absences.

2. Meals

- Meals are not provided on Academy premises.
- Students may bring lunch and eat in the Student Lounge or designated outdoor areas.
- Snack and beverage machines are available in the break room.
- **Food is prohibited in classrooms and the computer lab.** Drinks are allowed in classrooms but not in the computer lab.

3. Weapons

- Peace Officers in departmental uniform must carry weapons in accordance with departmental policy.
- Students who are not Peace Officers are prohibited from carrying weapons.

4. Dress Code

- Attire must reflect a professional training environment.
- Departmental uniform or appropriate civilian business attire is required.
- **Prohibited:** Sweats, shorts, T-shirts, tank tops (unless otherwise directed by Academy staff during PT sessions).
- Basic Licensing Students must comply with TCSO grooming standards.

- Basic Licensing Course students must wear the designated TCSO Academy uniform.

5. Identification

- Students in civilian attire must display their department-issued photo identification clearly at all times.

6. Academic Standards

- All examinations are the property of the Academy. Grades are confidential and shared only with the student.
- Instructors will provide grading criteria for each course.
- **Basic Licensing Courses:**
 - Minimum score of 80% on unit exams (one retake allowed).
 - Minimum score of 80% on the final exam.
- **Other Courses:**
 - Minimum score of 70% (one retake allowed).
- Performance and RBT Courses exams are graded on a Pass/Fail basis.

7. Attentiveness

- 100% attendance and active participation are required to receive TCOLE credit.

8. Conduct

- Professional demeanor is expected at all times.
- Address all ranks by title followed by last name (including Cadet).

9. Cell Phones

- Phones must be turned silent during instruction.
- Basic Licensing Course students may not possess cell phones inside the Academy building.

10. Tobacco Use

- The Academy is a tobacco-free facility. Tobacco use is prohibited in and around all Academy buildings.

11. Alcohol

- Alcoholic beverages are strictly prohibited on Academy grounds.

12. Reading Material

- Non-course-related reading materials are not permitted during class.

13. Language

- Profane, vulgar, or obscene language is prohibited.

14. Orderliness

- Students are responsible for maintaining cleanliness and order in classrooms, break rooms, ranges, and all Academy areas.

15. Administrative Areas

- Administrative offices are restricted to official business only. Students may enter only with prior approval from an instructor.

16. Complaints

- Complaints or concerns should follow the chain of command: Instructor → Academy Sergeant → Academy Lieutenant → Academy Captain.

17. Illness or Injury

- Report any illness or injury promptly to the instructor.

18. Medication

- Notify the instructor or Training Supervisor if taking medication (prescription or over-the-counter) that may impair alertness or judgment.

19. Messages

- Emergency messages will be delivered immediately.
- Non-emergency messages will be posted outside the classroom door.

Penalty: Violation of these rules may result in dismissal from the Training Academy. Final determination will be made by the Academy Captain.