



**Mission Valley ROP
Administration of Justice Syllabus
2024-2025**

Instructors Names: Sgt. Brandon Hayward
Class Days & Hours: Monday-Friday First Period
Room Number: Portable 475

Overview of the Course

This course is designed as a comprehensive introduction to law enforcement and criminal justice. This course explores the necessary skills to become a police officer. The general concepts of law enforcement are presented: laws of arrest, search and seizure, constitutional rights, history of law enforcement, and working knowledge of the duties of a police officer.

Course Objectives

- Describe the Elements of a Crime and Criminal Justice
- Recognize the Nature and Extent of Crime and Victims
- Identify Criminal Laws
- Discuss the Police Organization, Role, and Function in Society
- Explain Issues in Policing
- Identify the Courts and Judiciary System
- Compare the Prosecution and the Defense Roles
- Describe the Pre-Trial Procedures
- Explain Criminal Trial Issues
- Recognize Punishment and Sentencing Guidelines
- Discuss Community Sentence Options
- Describe Correctional Institutions and Populations
- Identify Prison Life Elements and Influences
- Recognize the Juvenile Justice System

Mission Valley ROP Student Learning Outcomes

WORKPLACE BASIC SKILLS AND BEHAVIORS

- Apply skills learned in class

- Analyze information and make decisions
- Communicate verbally and in writing
- Work independently and as a team member in a diverse workplace
- Work reliably, responsibly, and ethically

CAREER TECHNICAL SKILLS

- Demonstrate occupational competencies
- Use appropriate technology
- Understand and practice occupational safety standards
- Demonstrate an awareness of how a business or industry functions

JOB EMPLOYMENT SKILLS

- Develop a plan to achieve career goals
- Use effective job search strategies
- Demonstrate an awareness of the importance of lifelong learning

Text

Criminal Justice In action. Larry K. Gaines

(Each student will be issued a textbook for this course. It is each student responsibility to care for the textbook. Damaged or lost textbooks while be purchased by the student at Full Replacement Cost! Please care for your textbooks.)

Grading Policy

Grading is based on your completion of all assignments, attendance, participation/citizenship, and quizzes/tests. Any assignments turned in late may lose 10%. Your final grade in the course will be based on the following:

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| • Assignments and Presentations | 25% |
| • Attendance, Participation and Citizenship | 50% |
| • Quizzes and Tests | 25% |

Much of our work is completed in class and typically consists of class discussions and journal entries related to lecture material. Priority in this course is to get your student excited about law enforcement and having them in class daily is the best way to achieve this goal.

After your numerical grade has been calculated, your letter grade will be determined as follows:

- **A** 90-100% of the total percentage points possible
- **B** 80-89% of the total percentage points possible
- **C** 70-79% of the total percentage points possible
- **D** 60-69% of the total percentage points possible
- **F** 0-59% of the total percentage points possible

Attendance, Participation and Citizenship

This is an interactive class and the course work deals with issues that significantly affect a student's success on the job. Much of the work will be done in class and is not necessarily written work. Make up assignments will be given for excused absences only, which include medical, legal or bereavement circumstances, and approved school events (i.e. field trips, classroom visits, assemblies, etc). *Documentation may be necessary for these absences.* Failure to complete make up assignments will adversely affect your grade. If you are tardy or miss a Mission Valley ROP class multiple times, you will lose units of credit and your grade will be adversely affected. Be advised that credits are earned by attendance and cannot be made up.

Law Enforcement agencies seek responsible, honest and outgoing candidates. For this reason, these characteristics are requirements of this class and will be a significant portion of your grade. Law enforcement officers are held to a higher standard and for this reason, your instructors expect you to hold yourself to a higher standard. These skills are shown through your prompt attendance, active participation in class, and demonstration of citizenship. We are very flexible and willing to work with our students when life events come up. Please be honest and keep us informed, and we'll work to make sure all of our students are successful.

These characteristics will be judged on a point system. Each day you will start the class with 25 points. Violations will be deducted as follows:

Tardy for class—10 point violation

Violation of any class infraction—5 points

Violation of any class misdemeanor—10 points

Violation of any class felony—25 points

After (3) three unexcused classroom tardies, the student will be required to author a classroom memorandum explaining the reason for the tardy. This will be required for each additional tardy. (Students will be instructed on how to complete these memorandums)

Classroom rules

Infractions

- Use of an electronic device (i.e. cell phone, video game, etc.) when not approved by an instructor, talking out of turn, Any other violation that disrupts the class or requires corrective action by an instructor

Misdemeanors

- Improper attire (any clothing with disrespectful or gang writing, or any violation of the Logan Dress Code), Repeat Violations of Infractions such as cell phone use.

Felonies

- Lying, Cheating, Disrespect. This includes directly disrespectful behavior to others in the class, or any display of racist, sexist or other hateful remarks or writings.

Instructor Contact Information:

Sergeant Brandon Hayward 510-471-1365 Department

24/7 Cell Phone (510-714-1694)

Email: bhayward@mvrop.org

Alt Email: bhayward@nhusd.k12.ca.us

Videos and presentations:

The justice system deals with a wide array of issues from littering to homicide. Additionally, lessons in forensic science are included. These classes discuss several aspects of Law Enforcement which could be considered controversial. We show documentary videos, police training videos and photos, news clips, video surveillance footage, and other movie/videos that can be graphic in nature. It is important to note that some of the subjects are more intense than others. Particularly sensitive areas include homicide, sexual assault, suicide, and child abuse. All of these items are related to specific lessons/learning blocks that are part of our course curriculum. Should you have any concerns or questions about this content, please contact Sergeant Hayward for information or details of the content.

Students will be given the opportunity to relocate to another class for the duration of any lecture or video that they don't feel that they can deal with, but they will still be required to know the material. We will notify students in advance (in most cases) if we are planning to view these videos so they can make arrangements to attend study hall if they choose not to view them.

An example of videos shown would be the film "End of Watch", Episodes of "Southland", "COPS", multiple A&E and History videos related to gangs, prisons, SWAT, active shooters, etc. We also view police activity videos on Youtube that include vehicle stops, officer involved shootings, SWAT responses, etc. There is significant violence in most of these clips and they are used for instructional purposes.

Please Complete,
Sign,
and Return
The next page!

By signing the permission slip, you are allowing your student to view the content of this information similar to allowing the viewing of a PG-13/ R rated (Violence) film.

PARENT INITIALS _____ STUDENT INITIALS _____

Note: Students and Parent/Guardian must sign the attached notice provided you understand the class syllabus.

I have read and agree to abide by the rules and regulations of the Administration of Justice course as described in the above syllabus.

Print Student Name Signature Date

Print Parent/Guardian Name Signature Date

Parent email address Contact phone number

When is the best time to reach you should the need to contact a parent arise?

What is the best way to reach you? (Cell Phone, Email, Home phone)

Do you have any questions or concerns regarding your student's participation in our law enforcement course?

Any additional comments/questions?

