Correctional Officer Academy
SE101215

Welcome to your new position as a correctional officer with the Oklahoma Department of Corrections. The information listed below will assist you in your preparation to attend the SE Regional Training Center (SERT) at **Oklahoma State Penitentiary (OSP) located at the corner of West and Stonewall, McAlester, OK 74502**. Your academy coordinator, Richard Johnston, can be reached at (918) 423-4700, ext. 174 or 199.

CLASS TIMES: You are to report to the **Rec Room** at **8:00 AM, Monday, October 12th**, in your uniform, if provided, for orientation. If you have not been issued uniforms then business casual attire will be acceptable until you are issued uniforms. You will need to bring your vehicle make, model & tag number, and your DOC ID badge or driver's license. Class will begin at 8:00 AM Monday-Friday of each scheduled week of the cadet academy unless directed otherwise. This includes any state recognized holidays that fall into the six weeks. Upon successful completion a graduation ceremony will be held on November 20th.

ITEMS TO BRING FOR CLASS: All cadets should have the following items available for use during class time: **note paper, black ink pens, physical training clothing (non-emblem sweat pants, t-shirts, socks), running shoes and uniforms.**

FACILITY HOUSING: Employees who qualify will be provided housing on the grounds of OSP. Richard Johnston will assign keys to those individuals upon reporting to the academy Monday morning. Participants staying in facility housing will need to bring **money, personal hygiene items, sheets, blanket, pillowcase, towels, washcloths, etc. for a twin bed.** Although pillows are provided, you may wish to bring your own, as well as an egg crate foam mattress pad, for comfort. Optional items you may wish to bring: alarm clock, blow dryer, fan, coffee pot, etc. There are no washer/dryer units on site, however, microwaves and refrigerators are provided.

MEALS: Breakfast, lunch and dinner will be provided at JBCC for participants assigned to facility housing. If you do not wish to eat at JBCC you will be responsible for your own meals.

DIRECTIONS: From State Highway 270 (W. Carl Albert Parkway) turn north on West Street and travel approximately one mile and OSP will be on the west side of the street.

PARKING: Cadets will park to the west of the Rec Room as indicated in the illustration below. Participants receiving lodging will be allowed to park at the housing units once they have checked in.

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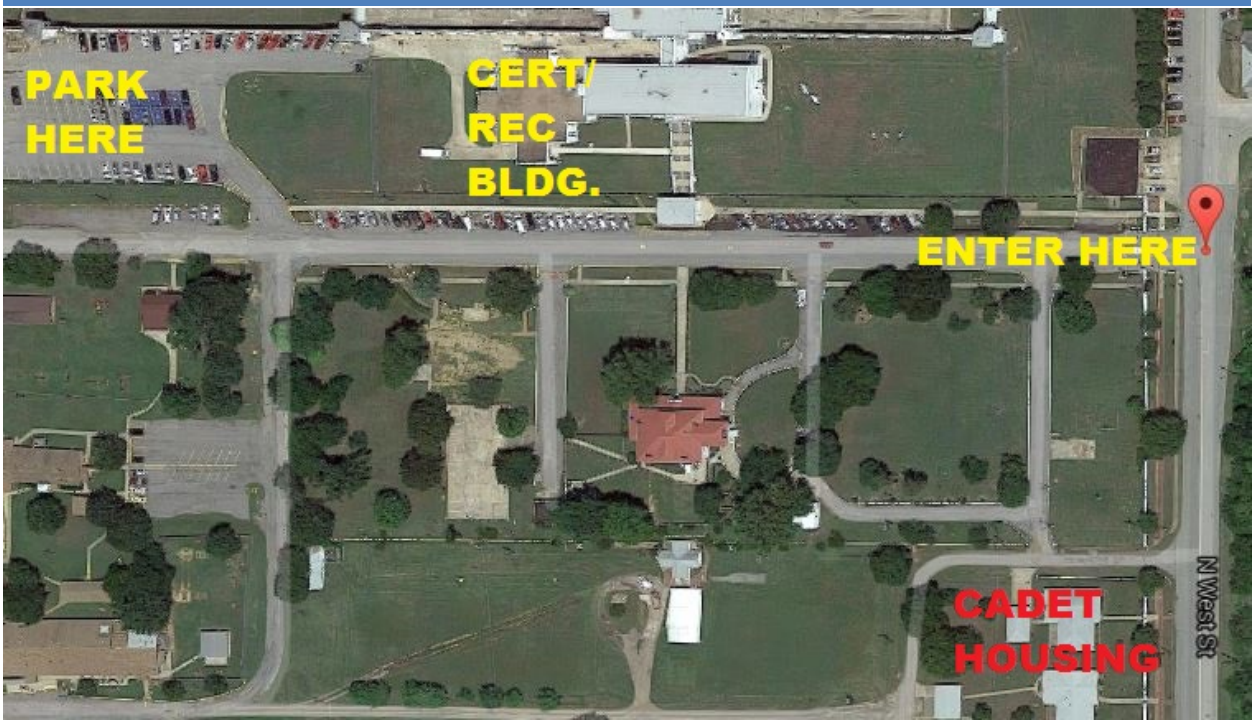

PLEASE NOTE: Professional behavior is expected at all times during your training experience at the Southeast Regional Training (SERT) site; behavior unbecoming a corrections professional could result in expulsion from the academy, and/or termination of employment.

For complete information regarding expectations of SERT participants, please refer to the Participant Reference Guide provided in each housing unit and available on the Employee Development page of the DOC online website. It is your responsibility to read, understand, and follow the rules and guidelines set forth in the Guide.

BASIC CORRECTIONAL OFFICER TRAINING – PHYSICAL STANDARDS

As a portion of physical training in the Basic Correctional Officer course, employees will be required to actively participate in physical conditioning and successfully complete a course in basic self-defense. The academy's physical conditioning activities that begin on the second day of training with a basic physical assessment which includes a 1.5 mile run/walk, one (1) minute of push-ups and one (1) minute of sit-ups. These activities are performed at the individual student's own pace and current ability. Physical conditioning will continue throughout the duration of the academy. The duration and endurance maximums listed below are goals rather than requirements, and not all activities are performed every day. **Students are required to act as a subject during self-defense training. It includes having wrist, elbow, and shoulder joints repetitively manipulated to a controlling posture.**

Aerobic Activities	Duration

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Walking	3-5 miles
Jogging	1-3 miles
Running	.25 - .5 mile
Sprinting	100 yards
Aerobics	45 minutes
Climbing Stairs	20 flights
Jumping	30-50 reps
Side Straddle Hop	50 reps
Lateral Runs	20 yards X 10
Endurance Activities	**Duration**
Group Runs	1-3 miles
Falls Forward	25 daily
Patterns of Movement	45 minutes
Counter Strikes with Hands	50-100 daily
Crunches	10 minutes
Falls Backward	25 daily
Pivot Steps	200 daily
Counter Strikes with Knees	50-100 daily
Tactical Recovery	100 daily
Falls to Both Sides	100 daily
Knee Pivots	200 daily
Counter Strikes with Feet	50-100 daily
Flexibility Activities	**Duration**
Bend and Reach	1 hour daily
Deep Knee Bends	1 hour daily
Hurdler Stretch	1 hour daily
Wrist Twists	1 hour daily
Arm Rotations	10 minutes
Lateral Stretch	1 hour daily
Toe Touch Stretch	1 hour daily
Biceps/Triceps Stretch	1 hour daily
Step Lunging	10 X 10 reps
Backward Runs	20 yards X 10
Strength Activities	**Duration**
Push Ups	25-50
Sit Ups	25-50
Push/Pull Drills	45 minutes
Subject Control	2.5 hours daily
Squats	50-100 daily
High Knee Raises	20 minutes
Leg Lifts	15 minutes