

EDUCATION &
TRAINING
DIVISION

ACADEMY INSTRUCTION MODULES:

RECRUIT TRAINING & ACADEMY CURRICULUM

“Foundational instruction for law enforcement recruits.”

GOALS OF THE ACADEMY

- Develop familiarization with personnel by utilizing department policies through terminology and hands-on, scenario-based exercises.
- Utilize a series of hands-on activities that focus on escalation and de-escalation tactics when dealing with day-to-day scenarios.
- To improve the effectiveness of Law Enforcement presence within the City of Chicago.

EQUIPMENT

Officers are authorized to carry no more than three (3) magazines of 9mm ammunition: one (1) magazine in the firearm and two (2) magazines for reload purposes. Each magazine is limited to seventeen (17) rounds for a total of 51 rounds.

X1 Taser	X1 Nightstick
X1 Radio	X1 Access Tool
X2 Body Armor	X30 Evidence Bags
X1 Handcuff Key / X8 Handcuffs	X1 Pepper Spray
X1 Police Tape	X1 Fingerprint Kit

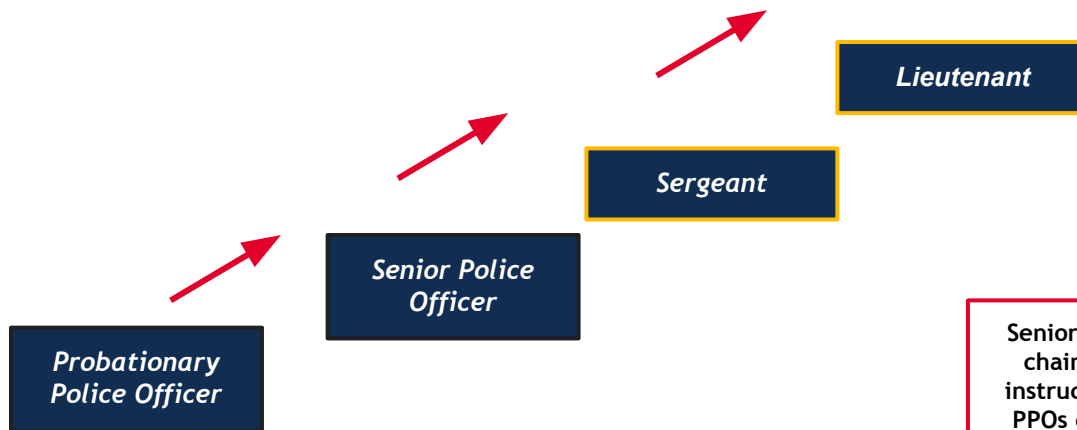
CHAIN OF COMMAND & BUREAU OVERVIEW

BUREAU OVERVIEW

Bureau of Patrol	Bureau of Detectives	Bureau of Counter Terrorism
Responsible for uniformed patrol operations, initial incident response, and day-to-day field enforcement throughout the city.	Handles follow-up investigations, case development, and criminal investigations beyond the initial patrol response.	Responsible for intelligence-led operations and specialized tactical responses to high-risk threats

CHAIN OF COMMAND & BUREAU OVERVIEW

CHAIN OF COMMAND (ACADEMY FLOW)



Senior Police Officers (FTOs) appear in the chain because they exercise immediate instructional and evaluative authority over PPOs during field training. After FTO, this moves to normal Chain of Command.

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ACADEMY INSTRUCTION MODULES:

USE OF FORCE

USE OF FORCE



USE OF FORCE - CONT

USE OF FORCE CONTINUUM - OVERVIEW

- The Use of Force Continuum provides a structured framework that guides officers in selecting an appropriate level of force based on a subject's behavior. Officers are expected to begin at the lowest reasonable level and adjust upward or downward as circumstances change.
- The goal is to gain lawful control while minimizing injury and using only the force necessary.
- Force decisions must be reasonable, proportional, and continuously assessed throughout the encounter.

USE OF FORCE - CONT

USE OF FORCE CONTINUUM - APPLICATION

PRESENCE	<i>/me stands visibly near the person, watching their posture and hand movements.</i> <i>/me glances over the vehicle and observes the hands of all occupants in the vehicle.</i>
COMMUNICATION	<i>“Do not move.”</i> <i>“Take a step back.”</i> <i>“Relax, take a breath and listen to what i’m saying.”</i> <i>“You’re not in trouble but I need you to cooperate”</i>
SOFT CONTROL	<i>/me grabs the person’s arm and applies a controlled grip and guides their hands behind their back.</i>
HARD CONTROL	<i>/me strikes the person in the side of their chest.</i> <i>/me pins the person’s arms down with his/her bodyweight.</i>

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ACADEMY INSTRUCTION MODULES:

FOUNDATIONAL CASE LAW & APPLICATION

FOUNDATIONAL CASE LAW

Understanding case law helps Officer's make informed decisions, articulate their actions clearly, and avoid unlawful or excessive force. It reinforces accountability and ensures officers act within constitutional and departmental standards. These decisions establish what is considered reasonable, lawful, and justified based on the totality of the circumstances.

FOUNDATIONAL CASE LAW - CONT

Terry v. Ohio, 392 U.S. 1 (1968)	<i>A police officer may stop a person and conduct a limited pat-down search for weapons without probable cause to arrest if the officer has reasonable suspicion that the person has committed, is committing, or is about to commit a crime and reasonably believes the person may be armed and presently dangerous.</i>
Pennsylvania v. Mimms, 434 U.S. 106 (1977)	<i>A police officer may lawfully order a driver out of a vehicle during a traffic stop, and this action does not violate the Fourth Amendment.</i>
Maryland v. Wilson, 519 U.S. 408 (1997)	<i>A police officer may also order passengers out of a vehicle during a lawful traffic stop for officer safety purposes.</i>
Tennessee v. Garner, 471 U.S. 1 (1985)	<i>A police officer may only use deadly force against a fleeing suspect if the officer has probable cause to believe the suspect poses a significant threat of death or serious bodily harm to the officer or others.</i>

FOUNDATIONAL CASE LAW - CONT

Graham v. Connor, 490 U.S. 386 (1989)	<i>All uses of force by law enforcement are evaluated under the standard of objective reasonableness based on the facts and circumstances known to the officer at the time.</i>
Illinois v. Gates, 462 U.S. 213 (1983)	<i>Probable cause is determined by examining the totality of the circumstances rather than relying on rigid tests.</i>
Arizona v. Gant, 556 U.S. 332 (2009)	<i>Police may search a vehicle incident to arrest only if the arrestee can access the vehicle or if there is reason to believe evidence related to the arrest may be found inside.</i>
Miranda v. Arizona, 384 U.S. 436 (1966)	<i>Statements made during custodial interrogation are inadmissible unless the suspect is advised of their constitutional rights and knowingly waives them.</i>

FOUNDATIONAL CASE LAW - CONT

Chimel v. California, 395 U.S. 752 (1969)	<i>A search incident to arrest is limited to the arrestee and the area within their immediate control.</i>
Whren v. United States, 517 U.S. 806 (1996)	<i>The subjective intent of an officer does not invalidate a lawful traffic stop if probable cause or reasonable suspicion exists.</i>
Carroll v. United States, 267 U.S. 132 (1925)	<i>Police may search a vehicle without a warrant if there is probable cause to believe it contains evidence or contraband.</i>
United States v. Mendenhall, 446 U.S. 544 (1980)	<i>A police encounter becomes a seizure when a reasonable person would not feel free to leave or terminate the encounter.</i>

FOUNDATIONAL CASE LAW - CONT

Reasonable Suspicion (RS)

Reasonable suspicion is a lower legal standard that allows an officer to briefly detain a person to investigate possible criminal activity

- ★ *Based on specific and articulable facts*

- ★ *More than a hunch, but less than probable cause*

- ★ *Allows for temporary detention and a pat-down for weapons if the officer reasonably believes the person may be armed and dangerous*

Commonly used for:

- ★ *Terry stops*
- ★ *Investigatory detentions*
- ★ *Protective frisks*



FOUNDATIONAL CASE LAW - CONT

Probable Cause (PC)

Probable cause is a higher legal standard that exists when facts and circumstances would lead a reasonable officer to believe a crime has been committed and that the person involved committed it.

Based on facts, observations, evidence, or reliable information

Required for arrests, search warrants, and most vehicle searches

Must be able to be clearly articulated and justified

Commonly used for:

- ★ Arrests
- ★ Searches
- ★ Seizures of evidence

FOUNDATIONAL CASE LAW - CONT

Both must be clearly articulated and justified.

Probable Cause & Reasonable Suspicion Compared

<i>Defined by case law (Brinegar v. U.S.)</i>	<i>No single formal definition by the Court</i>
<i>Practical meaning: "More likely than not"</i>	<i>Practical meaning: More than a hunch, less than probable cause</i>
<i>Sufficient for arrest</i>	<i>Sufficient for stop and frisk only</i>
<i>After arrest, officer may search the arrested person and immediate area</i>	<i>Does not allow arrest</i>
<i>Sufficient for issuance of a search warrant</i>	<i>Not sufficient for a warrant</i>
<i>Requires clear facts, evidence, or reliable information</i>	<i>Requires specific and articulable facts</i>

Probable cause allows you to arrest or search.

CHICAGO POLICE DEPARTMENT



Reasonable suspicion allows you to stop and investigate.

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ACADEMY INSTRUCTION MODULES: PATROL APPLICATIONS

“Complacency Kills”

PATROL APPLICATIONS - TRAFFIC STOP

DON'T GO
PAST THE
B-PILLAR

PHASE ONE - VEHICLE IN MOTION	<i>First, if possible, the officer should run the license plate and get a return before advancing to the initial contact. A stolen vehicle or return of a wanted person is vital information that could change the approach altogether and almost certainly warrant the call for a backing officer to respond.</i> <i>Officer's should try to observe things such as how long it takes the driver to respond to lights and sirens, and whether they activate or leave on their blinker.</i> <i>There is no requirement to stop the vehicle at the exact spot where the violation occurred.</i>
PHASE TWO- INITIAL CONTACT	<i>Many officers choose a driver-side approach, while others frequently use a passenger-side approach. Strategic combination of both styles is an effective strategy.</i> <i>When approaching the passenger side, there is a greater chance of surprising the vehicle's occupants with your presence. It generally provides enhanced safety to the officer from roadway traffic.</i>

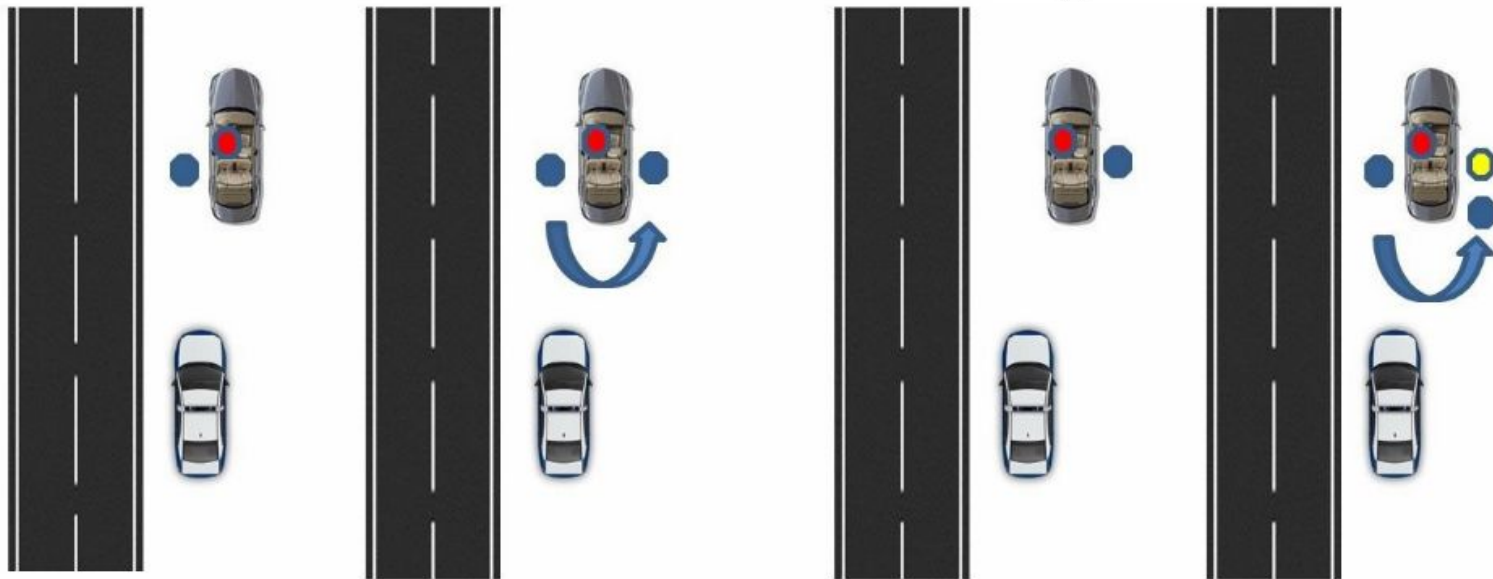
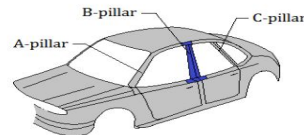


PATROL APPLICATIONS - TRAFFIC STOP

PHASE THREE- ROADSIDE INVESTIGATION	<i>For many stops, this phase can be as brief as a license and registration check, along with writing a citation or warning. In others, this could include standard field sobriety tests or a probable cause or consent search of the vehicle.</i> <i>There are many safety tactics to employ during this phase, but the most important include calling for backup when needed and recognizing when running subjects from outside the vehicle is more advantageous than sitting in the car. It is also critical to pay attention to the driver or occupants' verbal and non-verbal body language clues(/me's and /do's).</i> <i>Non-compliance is most likely and most dangerous during the investigation.</i>
PHASE FOUR - DISPOSITION	<i>Phase four of a traffic stop is the disposition. This could mean anything from a warning, a citation, or an arrest of the driver or passenger.</i> <i>In the case of an arrest, the officer's awareness level should be the most elevated. If possible, a backing officer should be present.</i> <i>It is wise not to tell the driver of a vehicle they are under arrest while still in their car and risk them driving off. Instead, ask the driver to step out and speak with you at a safer location.</i>

PATROL APPLICATIONS - TRAFFIC STOP

**DON'T GO
PAST THE
B-PILLAR**



PATROL APPLICATIONS - FELONY STOP

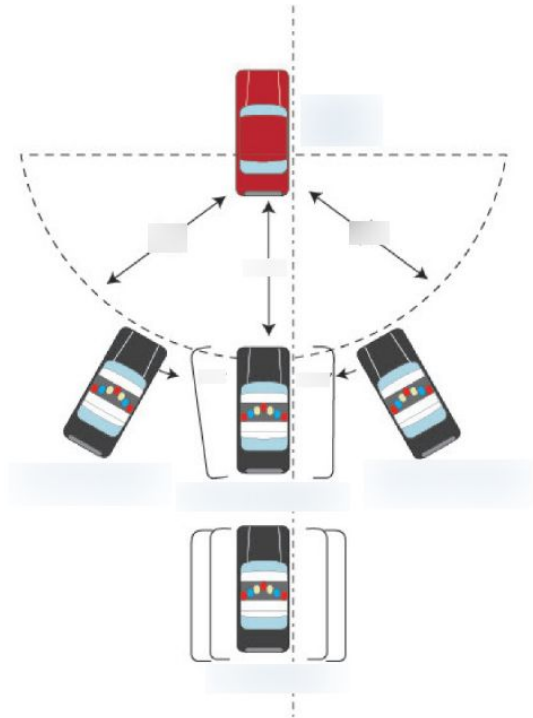
CONTROL
THE HANDS

Felony Traffic Stops are performed when:

There is a felony warrant

The vehicle is stolen

There is a threat to officer safety



1. Primary Officer will command the driver to:
 - a. Throw the keys out the window
 - b. Exit out of the vehicle
2. Cover officer will take the driver into custody.
3. Secondary Officer will command passenger to exit the vehicle
4. If multiple occupancy, repeat this cycle for each passenger.

PATROL APPLICATIONS - MDT



PATROL APPLICATIONS - EVIDENCE



PATROL APPLICATIONS - ARREST PROCEDURE

PATROL APPLICATIONS - /ME'S & /DO'S

/me and /do commands play a critical role in law enforcement roleplay. Proper articulation helps drive longer, more meaningful scenarios and prevents scenes from being voided or disregarded.

As law enforcement, your actions carry additional weight. Poor or unclear roleplay can negatively impact scenes and server quality.

Do not roleplay actions unless you can clearly explain the reason and justification for them.

PATROL APPLICATIONS - /ME'S & /DO'S

SUBPAR /ME;S	<i>/me cuffs male</i> <i>/me pats down male</i> <i>/me puts female in the car</i>
SUBPAR /DO'S	<i>/do resist?</i> <i>/do what would i feel?</i>

PATROL APPLICATIONS - /ME'S & /DO'S

PROPER /ME'S	<i>/me removes handcuffs from his belt and places them around the male's wrist.</i> <i>/me pats down the males waistband and works downward along the males legs towards his ankles.</i>
PROPER /DO'S	<i>/do Would the male resist?</i> <i>/do Would any smells be coming from the vehicle?</i> <i>/do Would I feel anything along the males waistband?</i>

PATROL APPLICATIONS - /ME'S & /DO'S

FRISKING & INVENTORY ROLEPLAY

- A script does exist to 'frisk' a person, but this should not cause you to rush roleplay.
- Wait for /do responses before proceeding. Allow 1-2 minutes to respond.
- Scenes should develop naturally and not immediately rely on inventory items.
- Members who continue to use subpar /me and /do commands after guidance may be removed from the department.

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ACADEMY INSTRUCTION MODULES:

REPORT WRITING

REPORT WRITING

DESCRIBE
THINGS
WITHOUT
ASSUMING

REPORT WRITING

- The ability to write a good report can make or break a case. A report written by an Officer has the potential to set legal framework for law enforcement in the City.
- Observation is an important skill in law enforcement. The better observant an officer is, the better they can describe it.
- There are three main styles of reports: Narratives, Chronological, and Specialized reports.



REPORT WRITING

REPORT WRITING STYLES

NARRATIVE	<i>The most widely used report style, this is information written in a logical manner and in sequence.</i>
CHRONOLOGICAL	<i>This style is used to write about events written in their order of occurrence. Time element is the primary element of important.</i>
SPECIALIZED	<i>This style is used for niche summary of reports about specialized areas of law enforcement and law enforcement problems. These may be either narrative or chronological, or both.</i>
SUPPLEMENTAL	<i>These reports are written after the initial reports, written by an officers other than the primary, or follow ups by detectives or other officers.</i>

REPORT WRITING

REPORT WRITING RULES

RULES FOR DESCRIPTION	A. <i>Describe things without assuming</i> B. <i>Use vivid language</i> C. <i>Paint a picture with words</i>
FOUR REQUISITES OF A GOOD REPORT	A. <i>Factual - detailed correctness</i> B. <i>Clear - distinct and unconfused</i> C. <i>Complete - having no deficiency</i> D. <i>Concise - expressing much in a few words</i>
QUESTIONS TO ASK	<i>Who? What? When? Where? Why? How?</i>

REPORT WRITING

IF THE
OUTCOME
CANNOT BE
EXPLAINED, IT'S
NOT DONE

WRITING THE REPORT

BEGINNING	1. Date & Time of the incident 2. The report writer (Name, Rank) 3. Type of report/call (Traffic Stop, Disturbance) 4. Initial Reach for Contact
MIDDLE	Explain what happened and what officers did. Include: 1. Observations 2. Statements or actions 3. Investigative steps taken 4. Decisions made by officers and WHY
END	The end of the report outlines how the incident concluded. Include: 1. Actions Taken (Warning, Ticket, Arrest) 2. Evidence Collected 3. Disposition of involved parties 4. Final Status <i>This section must clearly answer: Who? What? When? Where? Why? How?</i>



REPORT WRITING

EXAMPLE REPORT

On 12/28/2025 at approximately 2134 hours, I, Captain Jonathan Zhang, was on patrol when I initiated a traffic stop at Vespucci Blvd and Alta Place for a vehicle failing to maintain its lane.

Upon contact, I observed the driver displaying nervous behavior and detected the odor of an alcoholic beverage emitting from the vehicle. The driver admitted to consuming alcohol earlier in the evening. Standardized field sobriety tests were conducted, during which the driver showed signs of impairment.

Based on my observations and the investigation's results, the driver was placed under arrest for driving under the influence. The vehicle was secured, and the subject was transported to the station without incident.



QUESTIONS? REACH OUT TO
YOUR BUREAU OR FIELD
TRAINING LEADERSHIP