



SACRAMENTO POLICE DEPARTMENT GENERAL ORDERS



260.11 GENERAL SAFETY TRAINING GUIDELINES 09-30-2025

PURPOSE

The purpose of this order is to establish general safety guidelines that shall be adhered to during training sessions which require psychomotor skills.

POLICY

It shall be the policy of the Sacramento Police Department to conduct all training in a manner which promotes safety.

PROCEDURE

A. RESPONSIBILITIES

1. To ensure the safety of all participants, it is essential that all involved in training sessions adhere to established training guidelines and behaviors.
2. The Research, Training and Development (RTD) Division shall ensure:
 - a. Prior to a training event, trainees are notified of the anticipated physical demands.
 - b. Instructors are provided with a copy of this order and specific safety policies pertaining to their course of instruction.
 - c. Coordinate and notify outside agencies and facilities impacted by specific training situations.
 - d. Establish and maintain safe, staff-to-student ratios for each psychomotor skill.
 - (1) Upon curriculum modification or bi-annually, RTD shall reassess staff-to-student ratios.
3. Each instructor shall:
 - a. Adhere to all policies, rules, regulations, ordinances, laws, and course-specific safety policies concerning their conduct and behavior while instructing.
 - b. Conduct inspections of all equipment and facilities for any safety concerns.
 - c. Identify emergency communications procedures are available at all training sites.
 - d. Identify at least one, certified first aid and CPR person is present throughout the training event.
 - e. Be aware of environmental factors, to include but not limited to, weather forecast and air quality.
 - (1) Instructors are authorized to adjust instruction and physical effort as needed.
 - f. Incorporate safety protocols into their lesson plans and verbally review the protocols with the class.
 - g. Not deviate from the approved RTD course outline.
 - h. Advise all students of their responsibility to report any unsafe actions or conditions during training.
 - i. Notify RTD of any potential impact of their training on outside agencies, facilities, or the public.
4. Each student shall:
 - a. Adhere to all policies, rules, regulations, ordinances, laws, and course-specific safety policies concerning their conduct and behavior while training.
 - b. Immediately notify any course instructor of any pre-existing medical condition which may be aggravated by or affect performance during training.
 - c. Inform instructors of their fitness for duty should they be allowed to attend training while on modified duty status in accordance with General Order 255.09 (Modified Duty).
 - (1) Instructors shall limit any questions regarding training performance to the student's physical restrictions.
 - (2) Instructors shall not ask any questions related to diagnosis or other medically confidential



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information under the Health Insurance Portability and Accountability Act and in accordance with General Order 255.09.

- d. Immediately notify any course instructor of any injuries sustained or property damaged during a training event.

B. REPORT OF INJURIES

1. All injuries shall be given immediate first-aid attention.
2. Injured students who require immediate or emergency treatment shall be transported to an emergency facility as outlined in General Order. 254.01 (Reporting On-Duty Injuries).
3. The instructor shall ensure there is at least one department-issued first-aid kit immediately available for every 20 students.
4. All injuries shall be confirmed in writing on a Report of Industrial Injury Form (WC001) in accordance with General Order 254.01.

C. COURSE OUTLINES

1. Course outlines for department training that require psychomotor skills, shall include course specific safety protocols or a course specific safety policy.
2. Each course outline approved by RTD shall include:
 - a. An instructor-to-student ratio based on:
 - (1) The intensity or pace of instruction.
 - (2) Student familiarity with equipment and procedure.
 - (3) Site characteristics.
 - (4) Injury potential.
 - (5) "Active" versus "passive" student participation.
 - b. The location of emergency communication equipment.
 - c. A "stop action" procedure:
 - (1) When any activity appears to be unsafe or may become unsafe a "stop action" shall be initiated.
 - (2) The "stop action" signal shall be identified in the course outline and discussed so that each student and instructor is familiar with the procedure (e.g., whistle, hand gestures, arm signals, etc.).
 - d. Site-specific procedures:
 - (1) Perimeter containment.
 - (2) Designated "safe" area.
 - (3) Hazards unique to the site.
 - e. Specific task rules:
 - (1) Instructor, safety officer, student safety equipment, and clothing and footwear requirements.
 - (2) Behavior expectations.
 - (3) Specific prohibitions.
 - (4) Procedures for handling unusual occurrences (e.g., duds, misfires, equipment malfunctions, etc.).
 - (5) Distance limitations or standards.
 - (6) Student conditioning guidelines and performance expectations.

D. COURSE-SPECIFIC SAFETY POLICIES

1. Specific safety policies and procedures for the following individual subject areas shall be addressed:
 - a. Aviation operations
 - b. Bicycle enforcement
 - c. Canine training



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- d. Chemical agents
 - e. Crowd and riot control
 - f. Defensive tactics
 - g. Driver training
 - h. Explosive Ordinance Disposal (EOD)
 - i. Firearms training
 - j. Forensic science and crime scene investigations
 - k. Marine operations
 - l. Motorcycle training
 - m. Off-road vehicle operations
 - n. Physical conditioning or qualification testing
 - o. Scenario training and event simulations
 - p. Tactical Operations
2. Any other psychomotor skill training not listed, shall be reviewed for course-specific safety policies and procedures by the division captain of the RTD for incorporation into this order.