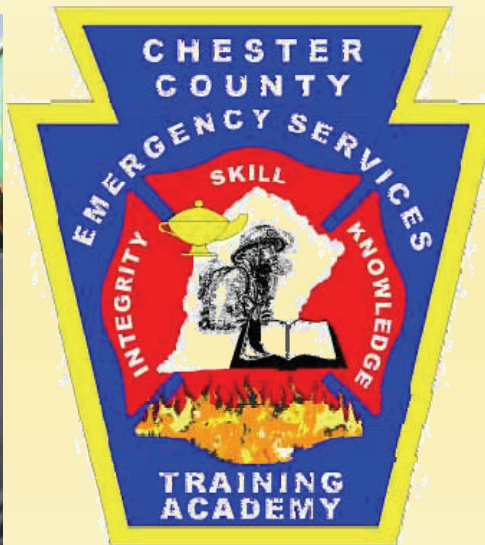


2012 CHESTER COUNTY FIRE TRAINING COURSE CALENDAR



Chester County Emergency Services
601 Westtown Road, Suite 012
West Chester, PA 19380
www.chesco.org/des



January 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<div style="background-color: #f8d7da; padding: 2px;">Fire Courses</div> <div style="background-color: #d4edda; padding: 2px;">Rescue Courses</div> <div style="background-color: #fff3cd; padding: 2px;">Haz Mat Courses</div> <div style="background-color: #d1ecf1; padding: 2px;">Officer Courses</div> <div style="background-color: #d1ecf1; padding: 2px;">Certification Challenge</div>						
1 New Years Day	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 MLK Day	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



February 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4 Instructor I
5 Instructor I	6	7	8	9	10	11 Instructor I
12 Instructor I	13	14	15	16	17	18 Instructor I
19 Instructor I	20 Presidents Day	21	22 Fire I Administration Night	23	24	25 Structural Burn Session
26 Structural Burn Session	27	28	29 Firefighter I		Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test	



March 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test			1	2	3
						Pumper/Driver Firefighter I
4	5	6	7	8	9	10
Pumper/Driver Firefighter I	Pumper/Driver Firefighter I		Pumper/Driver Firefighter I			Jr. Firefighter Pumper/Driver Firefighter I
11 Start Daylight Savings	12	13	14	15	16	17
Jr. Firefighter Pumper/Driver Firefighter I	Pumper/Driver Firefighter I		Pumper/Driver Firefighter I			Pumper/Driver Firefighter I
18	19	20	21	22	23	24
Pumper/Driver Testing Firefighter I	Firefighter I		Firefighter I			Firefighter I
25	26	27	28	29	30	31
Firefighter I	Firefighter I		Firefighter I			Firefighter I



April 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6 Good Friday	7
Firefighter I	Firefighter I		Firefighter I			
8 Easter	9	10	11	12	13	14
	Firefighter I		Firefighter I			BVR Firefighter I
15	16	17	18	19	20	21
BVR Firefighter I	Firefighter I		Firefighter I			BVR Firefighter I
22	23	24	25	26	27	28
BVR Firefighter I	Firefighter I		Firefighter I			BVR Firefighter I
29	30					
BVR	Haz Mat Operations			Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test		



May 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge	1	2	3	4	5
			Haz Mat Operations			Firefighter II Haz Mat Operations
6	7	8	9	10	11	12
Firefighter II Haz Mat Ops Closed Test						Firefighter II
13 Mother's Day	14	15	16	17	18	19
						Firefighter II
20	21	22	23	24	25	26
Firefighter II						
27	28 Memorial Day	29	30	31		



June 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test			1	2
3	4	5	6	7	8	9
Firefighter II Testing Certification Challenge Test Firefighter II						Firefighter II Certification Challenge Test Firefighter I
10	11	12	13	14 Flag Day	15	16
				Spring Graduation Tentative		
17 Father's Day	18	19	20	21	22	23
	Junior Firefighter Camp					Firefighter Survival
24	25	26	27	28	29	30
Firefighter Survival						



July 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 Independence Day	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31		Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test		



August 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



September 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		Fire Courses Haz Mat Courses Rescue Courses Officer Courses Certification Challenge Test				1
2	3 Labor Day	4	5	6	7	8
				Fire I Administration Night		Pumper/Driver
9	10	11	12	13	14	15
Pumper/Driver		Pumper/Driver		Pumper/Driver Firefighter I		Pumper/Driver Firefighter I
16	17	18	19	20	21	22
Pumper/Driver Firefighter I		Pumper/Driver Firefighter I		Pumper/Driver Firefighter I		Pumper/Driver Firefighter I
23	24	25	26	27	28	29
Pumper/Driver Testing Firefighter I						
30						
Firefighter I		Firefighter I		Firefighter I		Firefighter I



October 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Fire Courses	1	2	3	4	5	6
Rescue Courses						
Haz Mat Courses						
Officer Courses						
Certification Challenge Test						
7	8	9	10	11	12	13
Fire Prevention Week			Fire Prevention Week			
	Columbus Day					
Firefighter I		Firefighter I		Firefighter I		Firefighter I
14	15	16	17	18	19	20
Firefighter I		Firefighter I		Firefighter I		Firefighter I
21	22	23	24	25	26	27
Firefighter I		Firefighter I		Firefighter I		Firefighter I
28	29	30	31			
Firefighter I		Firefighter I	Halloween			
		Firefighter I				



November 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test		1	2	3
				Firefighter I		Firefighter I BVR
4 End Daylight Savings	5	6	7	8	9	10
Firefighter I BVR						Officer I Jr. Firefighter BVR
11 Veterans' Day	12	13 Election Day	14	15	16	17
BVR Officer I Jr. Firefighter						BVR Firefighter Survival Officer I
18	19	20	21	22 Thanksgiving	23	24
BVR Firefighter Survival Officer I						
25	26	27	28	29	30	



December 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	Fire Courses Rescue Courses Haz Mat Courses Officer Courses Certification Challenge Test					1 Certification Challenge Test Firefighter I Officer I
2	3	4	5	6	7	8
Certification Challenge Test Firefighter II Officer I			Advanced Eng Co Ops	Advanced Eng Co Ops		Advanced Eng Co Ops
9	10	11	12	13	14	15
Advanced Eng Co Ops				Fall Graduation Tentative		
16	17	18	19	20	21	22
23	24	25 Christmas Day	26	27	28	29
30	31 New Year's Eve					



2012 Chester County Fire Training Academy Course Calendar

Course Descriptions

National Certification Challenges

Firefighter I Certification Challenge

Through written and practical examinations the Firefighter I candidate will successfully complete and pass both exams in order to receive certification.

Equipment Required: PPE, SCBA and spare cylinder

Prerequisites: Minimum Level Requirements- Current CPR and First Aid, Current Hazardous Materials Operations, Structural Burn Session

Completed Application must be received NO LATER than two (2) weeks prior to test date. Applications received after this deadline or incomplete applications will NOT be accepted for testing.

Certification Testing Cost: \$100.00

Challenge Dates: June 9 & December 1

Firefighter II Certification Challenge

Through written and practical examinations the Firefighter II candidate will successfully complete and pass both exams in order to receive certification.

Equipment Required: PPE, SCBA and spare cylinder

Prerequisites: Minimum Level Requirements- NFA Incident Command System, National Firefighter I Certification, Hazardous Materials Operations, PA Vehicle Rescue—Operations Level

Completed Application must be received NO LATER than two (2) weeks prior to test date. Applications received after this deadline or incomplete applications

will NOT be accepted for testing.

Certification Testing Cost: \$100.00

Challenge Dates: June 3 & December 2

Firefighter Courses

Advanced Engine Company Operations

This hands on class is an advanced firefighting course that combines engine company operations and live fire fighting into one class. Both classroom and practical exercises will instill in the students: Proper line positioning, estimating the stretch and stretching long hand lines, alternative methods of stretching lines, 2 1/2 “ hand lines, duties of the engine company, positions of the nozzle team, emergency procedures, emphasizing fire scene safety. Participants should be prepared to work hard both physically and mentally.

Equipment Required: PPE, SCBA and spare cylinder

Prerequisites: National Certified FFI or PA State Engine Company Operation (ECOP) and PA State Structural Burn Session (SBS). Note: PA State Interior Fire Firefighter (ELEF) may also be used in place of the SBS requirement.

Note: PA State Fire Academy “Facial Hair Policy” will be strictly enforced.

Certification: Chester County

Course Cost: \$100.00

Course # 12184017: Registration Deadline 11/21/2012
Course Dates: December 5, 6, 8, 9

Firefighter I

This is a 172 hour “recruit” level basic firefighting course. The goal of the course is to provide a person with little or no previous fire service training or experience with the basic knowledge and skills required to function safely and effectively as a member of a fire suppression team functioning in today’s environment. Students will also receive training in Haz Mat Operations, CPR/AED, and Structural Burn. The final test will be for PA State Volunteer certification and National Firefighter I.

Equipment Required: PPE, SCBA and spare cylinder

Prerequisites: Must be 18 years of age prior to the start of class

Certification: Pennsylvania State Fire Academy - NIMS IS-700, Haz Mat Operations, Blood Borne Pathogens, Structural Burn Session. Students will be tested for Hazardous Materials Operations certification.

Course Cost: \$250.00—includes certification testing

Course # 12112002: Registration Deadline 2/9/2012
Course Dates: February 22, 29 March 3, 4, 5, 7, 10, 11, 12, 14, 17, 18, 19, 21, 24, 25, 26, 28, 31, April 1, 2, 4, 9, 11, 14, 15, 16, 18, 21, 22, 23, 25, 28

Course # 12112012: Registration Deadline 8/23/2012
Course Dates: Sept. 6, 13, 15, 16, 18, 20, 22, 23, 25, 27, 29, 30, Oct. 2, 4, 6, 7, 9, 11, 13, 14, 16, 18, 20, 21, 23, 25, 27, 28, 30, Nov. 1, 3, 4

Firefighter II

This is an intensive advanced firefighting course in which students are prepared for PA State and National Firefighter II Certification Testing. Students will participate in classroom lecture and practical exercises, as well as complete required homework assignments.



2012 Chester County Fire Training Academy Course Calendar

Course Descriptions

Subjects include advanced Fire Behavior, Building Construction, Foam, Flammable Gas Fire Fighting, Suppression and Detection Systems, Fire Department Organization, Incident Command System, Incident Scene Preservation, Fire Prevention and Inspections, Pilot Gauge Usage, and Fire Service Hose Testing.

Equipment Required: PPE, SCBA and spare cylinder

Prerequisites: Essentials of Firefighting or equivalent, PA DOH Basic Vehicle Rescue or PA State Vehicle Rescue Operations, Hazardous Materials Operations. (Firefighter I and Hazardous Materials Operations certification required if testing for certification)

Certification: PA State Fire Academy - Flammable Liquid Fire Fighting, Arson Awareness for Emergency Responders, Incident Safety Officer, NIMS ICS for the Fire Service, and Managing Company Tactics Operations series.

Course Cost: \$250.00—includes certification testing

Special Note: In order to be eligible to test for PA State and National Firefighter II, students MUST meet all prerequisites listed above and 100% attendance is required. Those students not meeting the prerequisites for certification testing may attend the course and will receive state certificates as listed above upon successful completion of the program.

Course # 12160007: Registration Deadline 4/20/2012
Course Dates: May 5, 6, 12, 19, 20, June 2, 3

Firefighter Survival

A physically demanding, comprehensive program dealing with the necessary knowledge and skills relative to rescue procedures needed to self rescue. Emphasis will be placed on search techniques, communications, accountability/location and self rescue procedures. Stu-

dents must be in adequate physical condition to perform 100% of all practical exercises.

Equipment Required: PPE, SCBA and spare cylinder and PASS device

Prerequisites: Essentials of Firefighting I, Recommended RITC, SFR, ICS. **Student must be physically able to crawl, climb and descend ladders, slide on rope, and SUPPORT OWN BODY WEIGHT WHILE HANGING BY ARMS.**

Note: PA State Fire Academy “Facial Hair Policy” will be strictly enforced.

Certification: PA State Fire Academy

Course Cost: \$75.00

Course # 12119008: Registration Deadline 6/8/2012
Course Dates: June 23 & 24

Course # 12119016: Registration Deadline 11/2/2012
Course Dates: November 17 & 18

Pumper Driver/Operator

This program encompasses all prerequisites to meet the requirements of PA State and National Certification for Pumper Driver/Operator. Subjects include Emergency Vehicle Operations, Maintenance and Inspection Procedures, Fire Service Hydraulics, and Placement of Pumping Apparatus at Fire Scenes, Instruction in the basic methods of water movement in the rural area. Tank trucks and large diameter hose are utilized. Those students who meet the prerequisites and successfully complete the course will be eligible to test for PA State and National Certification as Pumper Driver/Operator.

Equipment Required: PPE

Prerequisites: Valid PA Drivers License, 18 years of age, National Firefighter I Certification (If testing for National Certification), Access to Class A Pumper.

Certification: PA State Pumps I & II, PA State Emergency Vehicle Operations

Special Notes: Students not meeting the requirements for National Pumper Driver/Operator testing may attend the course and will receive the state certificates listed upon successful completion. **Students must be able to provide a Class A Pumper for use during practical skills evolutions. 100% attendance is required for successful completion of the course.** Apparatus such as ambulances, squads, brush trucks, and chief’s vehicles are **not** acceptable for this EVO course.

Course Cost: \$150.00 —includes certification testing

Course # 12170004: Registration Deadline 2/20/2012
Course Dates: March 3, 4, 5, 7, 11, 12, 14, 17, 18

Course # 12170012: Registration Deadline 8/24/2012
Course Dates: Sept. 8, 9, 11, 13, 15, 16, 18, 20, 22, 23

Junior Firefighting

This is a 16-hour course that will cover various fire service topics. Students will receive more hands-on as well as a more in-depth look at the duties allowed by Junior Fire Fighters under the child labor laws of the Commonwealth. Hazardous Materials Awareness will also be completed.

Equipment Required: PPE

Prerequisites: Proper working papers must be submitted with application for students ages 14 – 18 years of age.

Certification: Chester County



2012 Chester County Fire Training Academy Course Calendar

Course Descriptions

Course Cost: \$50

*Course # 12130009: Registration Deadline 2/24/2012
Course Dates: March 10 & 11*

*Course # 12130014: Registration Deadline 10/26/2012
Course Dates: November 10 & 11*

Jr. Firefighter Camp

The Junior Firefighters day camp provides classroom and practical training to further the participant's knowledge, skills, and abilities in Firefighting and Emergency Services. This week long camp will cover such topics as: fire safety, basic fire ground operations, basic first aid and CPR, practical exercise, fire extinguisher training, hazardous materials, emergency equipment display and much, much more. Certificates will be given for participants who successfully complete topics that offer certification.

Equipment Requirement: Standard PPE

Prerequisites: Proper working papers must be submitted with application for those students' ages 14-17 years of age.

Course Cost: \$50

*Course # 12165010: Registration Deadline 6/1/2012
Course Dates: June 18, 19, 20, 21, 22
Time: 0830-1600hrs daily*

Structural Burn Session

This course will provide the student with a review and application of the techniques used in safe firefighting practices in an actual fire environment. Emphasis is placed on safety for both interior and exterior operations.

Equipment Required: PPE, SCBA and spare cylinder

Prerequisites: Essentials of Firefighting or Certified Firefighter I. A copy of certificate must accompany application. Must be 18 years of age.

Certification: Pennsylvania State Fire Academy

Course Cost: \$75.00

*Course # 12150003: Registration Deadline 2/10/2012
Course Dates: February 25 & 26*

Fire Officer Courses

Fire Officer I

The Fire Officer I course content contains, Communications, Media Relations, Fire Department Structure, Legal Liabilities, Supervision & Management, Company Level Training, Community Relations, Investigations, Pre-incident planning, Incident Scene Communications & Management, Size-up & Incident plans, & Firefighter Health and Safety. Homework assignments are part of the course and this program requires proficiency demonstration in written practical skills as well as 100% attendance

Prerequisites: National Fire Fighter II and Fire Instructor I certification.

Certification: IFSAC & NPQS Fire Officer I certification

Course Cost: \$150.00

*Course # 12460015: Registration Deadline 10/26/2012
Course Dates: November 10, 11, 17, 18, Dec. 1, 2*

Fire Service Instructor I

This course establishes the foundation for delivery of training programs within the emergency services spectrum. Emphasis is placed on professional delivery, organization, and methodologies of teaching. Students will develop lesson plans, curriculum presentations, and evaluation tools. Successful completion of the program is dependent upon practical skill demonstration, including a presentation, and a multiple choice written examination.

Prerequisites: None

Certification: IFSAC & NPQS Fire Service Instructor I

Course Cost: \$150.00

*Course # 12999001: Registration Deadline 1/20/2012
Course Dates: February 4, 5, 11, 12, 18, 19*





2012 Chester County Fire Training Academy Course Calendar

Course Descriptions

Hazardous Materials Courses

Hazardous Materials Operations

This course teaches the responders basic understanding of chemistry, PPE, reference material, defensive actions, proper decontamination techniques, and other basic needs to operate at a hazardous materials situation. At the completion of the class, students will be given the written and practical exams for National Certification in Hazardous Materials Operations.

Equipment Required: PPE, SCBA and spare cylinder

Prerequisites: None

Certification: IFSAC Hazardous Materials Operations

Course Cost: \$75.00

Course # 12313006: Registration Deadline 4/9/2012

Course Dates: April 30 May 2, 5, 6

Rescue Courses

Basic Vehicle Rescue

Emphasis is placed on the development of both knowledge and skills used by vehicle rescue personnel to achieve a safe and effective vehicle rescue operation. The following objectives should be met; entrapment, disentanglement, safety, extrication, hand tools and power tools.

Equipment Required: PPE

Prerequisites: Must be 18 years of age prior to the start of class

Certification: PA Department of Health

Course Cost: \$150.00

Course # 12203005: Registration Deadline 3/30/2012

Course Dates: April 14, 15, 21, 22, 28, 29

Course # 12203013: Registration Deadline 10/19/2012

Course Dates: Nov. 3, 4, 10, 11, 17, 18





2012 Chester County Fire Training Academy Course Calendar

Course Overview

COURSE	DATES	LOCATION	COST	REG. DEADLINE	COURSE #	HOURS	PREREQUISITES
Advanced Engine Company Ops	December 5, 6, 8, 9	Government Services Center 601 Westtown Rd West Chester, PA	\$100.00	11/21/12	12184017	16	National Firefighter I or PA State Engine Co. Ops and Structural Burn Session
Basic Vehicle Rescue	April 14, 15, 21, 22, 28, 29	Government Services Center 601 Westtown Rd West Chester, PA	\$150.00	3/30/12	12203005	48	18 Y.O.A. prior to start of class
	November 3, 4, 10, 11, 17, 18	Government Services Center 601 Westtown Rd West Chester, PA	\$150.00	10/19/12	12203012	48	18 Y.O.A prior to start of class
Firefighter I	February 22, 29 March 3, 4, 5, 7, 10, 11, 12, 14, 17, 18, 19, 21, 24, 25, 26, 28, 31 April 1, 2, 4, 9, 11, 14, 15, 16, 18, 21, 22, 23, 25, 28	Government Services Center 601 Westtown Rd West Chester, PA	\$250.00	2/9/12	12112002	172	18 Y.O. A. prior to start of class
	September 6, 13, 15, 16, 18, 20, 22, 23, 25, 27, 29, 30 Oct. 2, 4, 6, 7, 9, 11, 13, 14, 16, 18, 20, 21, 23, 25, 27, 28, 30 Nov. 1, 3, 4	Government Services Center 601 Westtown Rd West Chester, PA	\$250.00	8/18/12	12112012	172	18 Y.O.A. prior to start of class
Firefighter II	May 5, 6, 12, 19, 20 June 2, 3	Government Services Center 601 Westtown Rd West Chester, PA	\$250.00	4/20/12	12160007	120	Firefighter I, DOH BVR, HazMat Operations (all required for certifications)
Fire Officer I	November 10, 11, 17, 18 Dec. 1, 2,	Government Services Center 601 Westtown Rd West Chester, PA	\$150.00	10/26/12	12460015	48	National Firefighter II and Instructor I Certifications
Fire Service Instructor I	February 4, 5, 11, 12, 18, 19	Government Services Center 601 Westtown Rd West Chester, PA	\$150.00	1/20/12	12999001	40	None



2012 Chester County Fire Training Academy Course Calendar

Course Overview

COURSE	DATES	LOCATION	COST	REG. DEADLINE	COURSE #	HOURS	PREREQUISITES
Firefighter Survival	June 23 & 24	Government Services Center 601 Westtown Road West Chester, PA	\$75.00	6/8/12	12119008	16	Firefighter I
Firefighter Survival	November 17 & 18	Government Services Center 601 Westtown Road West Chester, PA	\$75.00	11/2/12	12119016	16	Firefighter I
Haz Mat Operations	April 30 May 2, 5, 6	Government Services Center 601 Westtown Rd West Chester, PA	\$75.00	4/9/12	12313006	24	None
Junior Firefighting	March 10 & 11	West Chester Training Facility Snyder Ave West Chester, PA	\$50.00	2/24/12	12130009	16	Proper working papers
Junior Firefighting	November 10 & 11	West Chester Training Facility Snyder Ave West Chester, PA	\$50.00	10/26/12	12130014	16	Proper working papers
Junior Firefighting Camp	June 18,19, 20, 21, 22	West Chester Training Facility Snyder Ave West Chester, PA	\$ 50.00	6/1/12	12165010	40	Proper working papers
Pumper Driver/Operator	March 3, 4, 5, 7, 11, 12, 14, 17, 18	Government Services Center 601 Westtown Road West Chester, PA	\$150.00	2/20/12	12170004	48	National Firefighter I Certification
	September 8, 9, 11,13,15, 16, 18, 20, 22, 23	Government Services Center 601 Westtown Rd West Chester, PA	\$150.00	8/24/12	12170012	48	National Firefighter I Certification
Structural Burn Session	February 25 & 26	West Chester Training Facility Snyder Ave West Chester, PA	\$75.00	2/10/12	12150003	16	Essentials of Firefighting or National Firefighter I Certification, 18 Y.O.A.



2012 Chester County Fire Training Academy Course Calendar

County Policies and Procedures

CLASS ATTENDANCE AND RESPONSIBILITIES

Students must attend all of the sessions for a certificate to be issued. Students may be excused from attending a session with the permission of the instructor. Absence does not excuse a student from knowledge covered in the missed session. Absence from 21% of the prescribed hours automatically disqualifies a student from receiving a certificate unless the missed training sessions are made up.

Students shall report to all sessions at the designated time and locations required. Students shall report physically and mentally fit to perform required duties. They shall be properly equipped and cognizant of information required to immediately assume their duties.

CONDUCT POLICY

Every student shall be courteous, civil, and respectful in his/her conduct toward all persons. The use of coarse, profane, vulgar, discourteous language or comments in any form related to another's sex, race, color, national origin, religion, age, or disability will not be tolerated and is prohibited.

The Chester County Fire/Rescue Training Division strongly believes that the classroom should be free of sexual harassment, including unwelcome sexual advances, requests for sexual favors, and verbal or physical conduct or communication of a sexual nature. Sexual harassment will not be tolerated and is strictly prohibited.

The Fire/Rescue Training Division is committed to provide all students with an environment free from all forms of discrimination and harassment. No student shall be subject to verbal, visual, or physical harassment. Such behavior may result in disciplinary

action and notification of the student's fire chief. Some infractions may require the notification of law enforcement officials. If any student feels that they are being harassed, they are to immediately notify an instructor.

CONFIRMATION

Confirmation will be sent to each department pre-registering students only upon request.

COURSE ENROLLMENT AND CANCELLATION

A minimum of six (6) students will be required to conduct lecture-style courses. For the safety of students and instructors practical courses will be based on individual course needs. Every effort will be made not to cancel any course. However, due to unforeseen issues that may arise, it may become necessary to cancel a course. Notification of any course/class cancellation will be done from the information provided on the pre-registration forms. Any cancellation will be done a minimum of twelve (12) hours prior to the scheduled start time of the course/class.

Class cancellation due to inclement weather conditions will be done through the County Dispatch Center. Students are not to call the County Dispatch Center to inquire about class information.

COURSE LENGTHS, SCHEDULES AND SUBJECT MATTER

Instruction consists of classroom discussions, demonstrations, lectures, simulation, small group activity, practical applications and drills necessary for the development of proficiency in the course's subject matter. The Chester County Fire/Rescue Training

Division establishes the precise content of each course; the State Fire Academy sets the minimum standards by which a course is accredited.

Normal class hours will be from 1900 hours to 2200 hours on weeknights and 0830 hours to 1700 hours on weekends. Although this is the standard time frame, some classes may be conducted at other times to satisfy safety issues or in order to experience actual emergencies.

COURSE TUITION FEES

Tuition fees must accompany registration forms. Only checks made payable to the "County of Chester" or a Purchase Order will be accepted as payment for the course. **Failure to provide payment or Purchase Order will result in delay of registration.**

Fees for classes will be addressed on a course-by-course level. It is the intent to keep all costs for courses as low as possible without jeopardizing safety. The Department of Emergency Services reserves the right to adjust course fees accordingly.

DRESS ATTIRE

Students dress attire for all sessions shall be professional and not interfere with a positive learning environment. Shorts, low cut shirts, tank top style shirts, sandals, or clothing that displays any message based upon race, color, sex, age, nation origin, or any item deemed inappropriate by an instructor is prohibited. Students will not be permitted to participate in class and may be asked to leave if this occurs.



2012 Chester County Fire Training Academy Course Calendar

County Policies and Procedures

Policies and Procedures (Cont.)

FOOD AND BEVERAGES

There will be no food permitted within the classroom or to be consumed during field exercises. Beverages may be consumed during classroom sessions. An instructor may change this rule in the event a student has a pre-existing medical condition or that fluids need to be consumed during practical field exercises.

GROOMING

Hair

All students shall adhere to the policy of the Pennsylvania State Fire Academy for all hazardous environment exercises. No hair shall be permitted to extend past the collar of the turnout gear. All long hair shall be pulled back and placed under the student's helmet for live practical exercises.

Facial Hair

Facial hair shall be well groomed so as not to create a safety hazard to the student. A well-groomed mustache is permitted. All other facial hair is prohibited to comply with the Pennsylvania State Fire Academy policy.

Jewelry

Students shall refrain from wearing any obtrusive jewelry that may cause a safety hazard. All neck chains shall be tucked under the student's clothing so it does not fall out. Only post style earrings are permitted.

INJURIES

Students shall report all injuries to their Instructor. If medical attention is required, the student will no longer be permitted to continue with the exercise. Any student, who seeks medical attention, will not be permitted to return to any session, until they submit a note from a physician allowing their return to normal firefighting duties.

INTOXICATING BEVERAGES AND CONTROLLED SUBSTANCES

Students shall not possess, store, or bring, into any session any intoxicating beverage. Students shall not possess or use any controlled substance except when prescribed in the course of medical treatment by a state-licensed physician. When a controlled substance is prescribed, that may affect the performance of a student, the instructor will be notified immediately. A student who reports to a session or while attending a session is deemed to be unfit by the use of an intoxicating beverage or controlled substance will not be permitted to participate in the class. The Chief of the student's company will be notified and a representative of the department must be sent to pick the student up. If a student wants to leave prior to the arrival of their company officer, it is not the responsibility of the instructor to restrain the student. The instructor will notify the police as to the license plate, vehicle description, and direction of travel. Odor of an intoxicating beverage upon a student is just cause for being determined as unfit.

ITEMS REQUIRED FOR CLASS

Students are expected to report for each class prepared with the required items. All courses require the student to bring pen/pencil and notepad. During each course, additional items may be required for practical and/or

classroom sessions. Students will be notified by the instructor(s) of those additional items during class meetings prior to when the items are needed or through written notification on the course syllabus. Students are responsible for coming with all items required for the course. Students who come unprepared may be disqualified from attending the class. Other items that may be required for courses taken may include but are not limited to the following:

- Eight (8) foot piece of rope
- NFPA approved turnout gear
- SCBA
- Spare SCBA cylinder
- PASS Device

PERSONAL PROTECTIVE EQUIPMENT

It will be the responsibility of each individual student to provide his/her own protective clothing for the course they are attending. Full turnout gear (TOG) must meet NFPA standards and will consist of the following:

- Helmet
- Eye Protection
- Coat
- Pants
- Boots
- Firefighting gloves
- Rescue or leather work gloves
- Hood

All turnout clothing will be NFPA approved. Clothing may be inspected prior to a field exercise. Clothing that does not provide a student with a safe level of protection, will not be permitted to be worn. The instructor or training staff reserves the right to reject a student from participating in live training exercises if it is deemed that their personal protective equipment is unsafe for training.



2012 Chester County Fire Training Academy Course Calendar

County Policies and Procedures

Policies and Procedures (Cont.)

MEDICAL CONDITIONS

Students must advise an instructor if they have any medical conditions that exist that may prohibit them from performing any task they are assigned. Furthermore, the student shall advise the instructor if there is any medical conditions that may become aggravated because of any task the student must perform.

NO-SHOWS/STUDENT CANCELLATION

If a student fails to attend a course without notifying the Fire Services Division prior to the start date of the course the student may be withdrawn from other courses/classes for the remainder of the year. The student/company will be charged full price of the course for said student.

In addition, please notify the Fire Services Division 48 hours prior to the beginning of the course if you are unable to attend.

PAGERS AND CELLULAR PHONES

Students are permitted to wear pagers and cellular phones. The audible alert mode shall be set to vibrate or mute. No student shall leave a training session to answer a page or a call unless it is an emergency. Only the highest-ranking officer from each company in a class will be permitted to have an emergency pager on alert mode. This is done so to not distract from the learning environment.

PENNSYLVANIA CHILD LABOR LAWS

The Fire/Rescue Training Division strictly adheres to Pennsylvania Child Labor Laws. The Child Labor Law applied to those who are not yet eighteen (18) years of age. Junior firefighters are prohibited from participating in the operation or class where the law prohibits. Junior firefighters may observe the operation where the law permits but are to be in a safe area away from possible harmful events including but not limited to hose lines, hydraulic tools, and/or fire and smoke products.

PERSONNEL ACCOUNTABILITY REPORTING (PAR)

The tag accountability system will always be in use. The Fire/Rescue Training Division will supply these tags to each student for use during the course. Students are to bring their tags with them to each session. Students are responsible for these tags during the entire course and will return the tags at the completion of the course. Accountability tags are to be prominently displayed at all times. Every team member will be responsible to know the location of fellow team members at all times. Desk nameplates will be displayed at all times during classroom sessions.

PERSONAL ITEMS

The Fire/Rescue Training Division reserves the right to restrict any and all items used, worn, carried, or maintained by the student while engaged in any training activity. The Training Division and its instructors are not responsible for any loss or damage to a student's personal items or their organization's equipment during training sessions, classroom or practical exercises.

PRACTICAL FIELD EXERCISES

Students are required to wear full turnout gear at all times during live practical exercises. Full turnout gear will include

- Helmet
- Eye Protection
- Coat
- Pants
- Boots
- Firefighting gloves
- Rescue or leather work gloves
- Hood

All personal protective equipment must be NFPA approved. Gear may only be removed inside a designated "Break/Safety Area" or at the discretion of the instructor. Students are not permitted to participate in any field exercises unless they have their proper protective gear. Students will not be granted credit of attendance if they fail to bring their personal protective equipment when required. Long sleeve shirts and long pants are required to be worn during all live fire exercises.

REGISTRATION

Registration forms must be received no later than two (2) weeks prior to the start date of the course unless otherwise noted on course description. This is to insure that enough materials will be available for the students enrolled in each course. These forms must be legible and signed by an authorized representative of the student's company. Registration forms must be mailed to the Fire/Rescue Training Division along with a company check or purchase order. Information on these forms will be used for notification of specific course information.



2012 Chester County Fire Training Academy Course Calendar

County Policies and Procedures

Policies and Procedures (Cont.)

PREREQUISITES

It is the goal of the Fire/Rescue Training Division to establish a stepping procedure to allow students to build on their education in emergency services. Prerequisites have been established for some courses so those students will have the necessary background to gain the most from each subject. Students without the prerequisites will not only be unprepared but will also slow the progress of the entire class and fail to understand some of the materials being offered. Students not meeting the prerequisites of any course may be dismissed from the course and/or will not receive certification in the course area. Minors are prohibited from attending courses where a minimum age of eighteen (18) is a pre-requisite.

REPORTING FOR CLASS

Students shall report to all sessions at the designated time and locations required. Students shall report physically and mentally fit to perform required duties. They shall be properly equipped and cognizant of information required to immediately assume their Duties

SPARE CLOTHING

It is suggested that students bring a spare set of clothing to all field exercises in the event they soil or wet their clothing. Students will not be permitted to leave the session area and return home to change.

STUDENT'S WITH LEARNING DISABILITIES

If any student has a learning disability, they may be assisted with any examination. The student must make the instructor aware of this before and not after an examination. This does not, however, apply for "Certification" testing.

TESTING PROCEDURES

Students must receive a minimum score of seventy percent (70%) on all written exams. One retest of a written examination(s) may be granted to those failing upon approval from the Chester County Fire/Rescue Training Division. It must be arranged between the student and the Instructor for a retest. It must take place within ten calendar days of the date of the exam in question and before the final roster being submitted. Students must master all practical skills one hundred Percent (100%). Students will be required to perform each of the skills listed on the skill sheets. The decision as to whether a skill has been successfully demonstrated is admittedly a subjective one. Instructors will base their assessment on a student's physical ability and other factors; but **the skill will be completed.** Students who do not fully complete any skill, will not be eligible for a certificate issuance regardless of their reason for non-completion or the amount of effort expended in attempting (w/o success) to complete the skill(s). For example, a student being judged on their ability to climb a twenty-four foot ladder will climb the ladder its entire length. The Instructor may allow a certain amount of leeway as to how quickly or smoothly the task is done, but climbing half way or climbing two rungs is not acceptable performance.

Note: This is not for National Certification

USE OF TOBACCO PRODUCTS

The use of tobacco products is prohibited during training sessions. Smoking will only be permitted in designated smoking areas and during designated times such as class breaks. Students age seventeen and below are not permitted to utilize or possess any tobacco product.

WEAPONS

The carrying of any weapons during sessions is **strictly prohibited.**