

Section 1

GENERAL SAFETY POLICY

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1- General Safety Policy

It is the policy of South Bay Regional Public Safety Training Consortium to conduct training in a manner that promotes an overall attitude of safety. All staff, instructors and role player(s) shall manage and facilitate the learning process to accomplish this goal.

- The policies contained in this document are intended to apply to a training experience as opposed to an actual tactical event.
- The spirit of these policies is to promote optimum protection for students who participate in psychomotor skill training in a controlled environment.
- All presenters and instructors shall familiarize themselves with the content of this chapter prior to reviewing any topic specific sections of this policy.

2- Written Policy

South Bay Regional establishes this written safety policy for psychomotor skill training as required by the California Commission for Peace Officer Standards and Training.

The implementation of a formal safety policy that addresses student and staff safety is fundamental to an effective risk management program. It is South Bay Regional's intention to promote an attitude of safety among all certified instructors, staff, role player(s) and students and thereby reduce the risk of injury.

- Individual safety procedures shall incorporate specific rules, procedures and protocols that correspond to South Bay Regional's unique training environment and to any unique course or course content presented.

3-Training/Testing Site Characteristics

- The facility shall be large enough to provide students and staff with the space needed to safely perform the training activity, test, or task involved and easily exit in the event of an emergency.
 - The need for rapid unobstructed entry and exit in the event of an emergency is essential. Whenever possible, the facility should have multiple entry and exit points.
- Staging areas shall be designated to accommodate persons who are not actively involved in a specific training exercise or test.
 - Staging areas should be clearly designated and have drinking water, rest rooms, a fully equipped first aid/trauma kit and AED (Automated External Defibrillator) readily accessible.
 - Staging areas must be situated as to provide protection from hazards associated with the specific training/testing taking place (e.g., firearms, chemical agents).

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- Adequate emergency lighting shall be provided at the site of any nighttime training or testing.
 - Nighttime training/testing mandates a heightened safety awareness. It is important to provide either permanent or portable lighting equipment capable of illuminating staging areas and any point where an emergency could occur.
- Lighting and ventilation are key factors in the selection of indoor facilities suitable for strenuous physical activity.
- The layout of the site should enable instructors to immediately stop action when a safety breach is observed, or other problem occurs.
- Restrooms and drinking water shall be readily available during training/testing sessions.
- Appropriate safety procedures shall be established for offsite training activities
 - Presenters conducting offsite group training runs, or similar activities, must consider the use of chase vehicles with emergency lights, road guards with high visibility or reflective clothing, radio communications, and other appropriate safety measures.
- Outdoor training/testing activities shall always consider environments that could harbor hazardous wildlife and/or poisonous vegetation.

4-Facility and Site Inspections

Presenters and instructors shall routinely inspect training/testing facility and site conditions so that potential safety hazards can be detected and corrected before instruction.

- Special attention shall be given to ensure that site-specific factors have not unexpectedly changed to the point that it might present a safety issue.
- Many manipulative skills training/testing activities warrant the daily inspection of the facility or site. These inspections shall be completed before students are permitted to commence exercises. For example:
 - All obstacle courses (driving, motors, fitness, tactical, etc.) shall be inspected for hazards prior to each use.
 - Scenario or event simulation training/testing sites shall be inspected for hazards prior to each use.
- All offsite training/testing locations shall be inspected in advance for adequacy of exercise surfaces, lighting, traffic safety, security, and related considerations.

5-Controlling Access

Manipulative skills training/testing shall be held in facilities and sites with controlled access to ensure that uninvolved individuals and vehicles do not present a safety hazard.

- Classrooms, gyms and other indoor training/testing facilities should have restricted

access to prevent unauthorized entry.

- Outdoor training/testing sites should have a reasonably contained perimeter to prevent unauthorized entry.
 - Options for establishing a perimeter could include: warning signs, fencing, assignment of stationary observers, natural barriers, or a combination of any of these.
 - It is important that all persons near certain training/testing facilities (firearm ranges, etc.) be aware of the activities that occur there. Signs or other indicia should be posted conspicuously and far enough away to provide a wide margin of safety.
- Training/testing sites shall always be accessible to EMS and other emergency resources.

6-Instructor Qualifications

The term “instructor” refers to the person(s) who are responsible for the delivery of instruction or presentation of course curricula.

- California Code of Regulations §1070 *Minimum Training Standards for Instructors of POST-Certified Specialized Training* requires that all instructors of POST-certified specialized training shall meet specified minimum training standards prior to instructing in the specialized subject. Instructors for the following subjects, whether a stand-alone course or as a specialized subject taught within a larger course, shall meet the instructor training course requirements delineated in section 1070(b).
 - Arrest and Control Techniques
 - Baton/Impact Weapons
 - Chemical Agents
 - Defensive Tactics
 - Diversionary Devices
 - Driver Training
 - Electronic Weapons
 - Firearms
 - First Aid/CPR
 - Hazardous Materials
 - Less Lethal Weapons
 - Motorcycle Training
 - Physical Training (Basic Course)
 - Terrorism & Weapons of Mass Destruction (WMD) Awareness
- The instructor training requirements specified in subsection 1070(b) may be satisfied through an equivalency evaluation performed by the employing presenter. This equivalency process is described in subsection 1070(c).

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- The equivalency process recognizes that there are excellent specialized instructor courses offered in other states, by federal law enforcement agencies or by other sources.
- The intent of this guideline is to encourage an appropriate amount of instructor-level training.
- Instructors of non-1070 specified training subjects shall be appropriately qualified, based upon their specific topic related training, experience, education, certification, and instructional ability.
 - The determination of an instructor's eligibility to teach will be made jointly by the presenter and POST.
- Instructors should keep current on recent advances within the field, emerging safety issues and instructional practices applicable to their discipline.
 - This could include networking with other instructors.
 - Instructors are encouraged to participate in periodic instructor update courses, skills, refresher training and other forms of continuing professional education.

7-Instructor-to-Student/Scenario Evaluator Ratios

South Bay has established an appropriate instructor to-student or scenario evaluator-to-student ratio for each course involving manipulative skills training or testing to ensure adequate supervision of the students, which is essential to ensure student safety.

- An instructor-to-student or scenario evaluator-to-student ratio that provides adequate supervision of students in training/testing is essential to ensure student safety.
 - The ratio shall be objectively reasonable under the given training circumstance.
 - Ratios may vary depending on the specifics of the training activity or testing requirements, the relative danger to the student, and the student's experience level.
 - The ratios shall allow the instructor/scenario evaluator to adequately observe student participation while being alert for activities that present potential for student injury.
 - The ratio shall be sufficient to enable the instructor/ scenario evaluator to immediately stop action when a safety breach is observed, or other problem occurs.
 - The degree of supervision necessary for students standing by or testing is different from the level of supervision required for students actively engaged in a training exercise.
 - Instructor-to-student ratios are not intended to be absolute and may differ

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- depending on the particular training experience.
- Instructors/scenario evaluators are those persons who exercise functional supervision over students while engaged in training/testing.
- An increased instructor-to-student ratio may be appropriate for introductory training or testing, as opposed to refresher, advanced or instructor-level training.
- Certain training activities or testing suggest the need for a higher level of student supervision and control. The instructor-to-student ratio shall reflect this.
 - Some training activities entail an inherently greater element of risk and ratios shall be adjusted accordingly.
 - The instructor-to-student ratio shall be increased when students are required to demonstrate manipulative skills that involve a greater potential for injury.

Presenters and instructors must be able to explain the reasonableness of their established instructor-to-student ratios. Factors to consider when evaluating appropriate instructor-to-student ratios include:

- The inherent risks of the training activity involved.
 - Level of intensity, pace, hazards, and potential for injury.
- Focus of course, experience level of the students and their familiarity with the material.
 - Introductory, refresher, advanced, instructor-level.
- Experience level of the instructors.
 - New and inexperienced versus tenured expert.
- Facility or site-specific factors.
 - The layout or design of some training facilities may influence reasonable instructor-to-student ratios (Line of sight impediments, etc.).

The following are some examples of high-risk training activities that suggest the need for intense student supervision and may require instructor-to-student ratios as low as one to one.

- Tactical or moving courses of fire.
- Pursuit driving, Code 3 response and PIT maneuvers.
- Motorcycle exercises requiring difficult maneuvers with an increased degree of risk.
- Bicycle exercises requiring difficult maneuvers with an increased degree of risk.
- Rappelling or fast-roping.
- Defensive Tactics requiring complex movements with an increased degree of risk; e.g., takedowns, ground fighting techniques, etc.

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- “Combat” scenarios, intended to induce cardiovascular and emotional stress.
- Application of electronic weapons.
- Deploying a diversionary device.
- Detonation of explosives.
- Canine handler protection exercises.
- Reality-based training exercises (SWAT, Crowd Control, etc.).
- Waterborne tactical boarding operations.
- Equestrian nuisance training.
- Forensic tasks involving chemical processes

8-Course Presentation Guidelines

Instructors will retain primary responsibility for the safe conduct of training/testing.

- Safety policies shall be strictly adhered to during all instruction and training activities/testing.
- Instructors will review specific safety rules and evaluate any appropriate precautions inherent to the particular psychomotor skills training being presented, before the application phase of training/testing begins.
- Instructors shall maintain an appropriate level of discipline and supervision over students at all times.
 - Instructors shall consistently maintain a professional atmosphere during training/testing to ensure that students abide by safety rules.
 - Certain high-risk activities suggest the need for instructors to closely monitor student conduct.
 - Professional behavior and self-control by students are fundamental to overall student safety.
 - All students and role players shall be reminded of the importance of not altering or improving scenarios.
- Instructors shall adhere to the approved course content included in the course certification.
 - Unplanned changes, substitution or improvisation of curricula may invite unwarranted risk to students.
 - Additions or changes in course content shall be carefully evaluated and appropriately reviewed by South Bay before a course begins.
 - Significant changes in course content which impact the expanded course outline must be submitted to South Bay and POST for approval prior to instruction.
- Instructors/scenario evaluators shall be aware of the tendency of some students and role players to be overly aggressive or competitive while engaged in training activities/testing, thereby increasing the potential for injury to the student and/or role player(s). Necessary and appropriate steps shall be taken to ensure the safety of all participants.
- Instructors engaged in manipulative skills training/testing shall be easily identifiable.
 - The use of distinctive clothing, vests, headgear, armbands, etc., by all

instructors is suggested for this purpose.

- Instructors/scenario evaluators will be aware of environmental factors, such as weather, air quality and reduce the pace and intensity of training as necessary.
- Absolutely no drill will be conducted with live ammunition (except simunitions, paintball and the like) which will allow or call for the muzzle of any weapon to cover on a human target or to be purposefully pointed in the general direction of another person

9-Review and Reemphasize Safety Rules

General safety rules and rules applicable to the specific training activity or event shall be reviewed with students prior to the application phase of training or testing.

- The instructor shall remind and reinforce safety rules at each critical stage of the training/testing as needed.
 - Frequent and repetitive reminders of task-specific safety instruction is essential to avoid injuries.
- Where possible, safety rules shall be posted in a conspicuous location, so students can quickly and regularly review the correct procedure. When posting is not possible, safety rules shall be briefed and provided to students.
- Students shall be given a general orientation to any tactical exercise prior to the application phase of training.
 - A review of the overall expectations of an exercise, a scenario walk-through, or other type of briefing will enhance safety and positively impact the training experience.
 - This practice becomes critical for exercises where coordinated activity among students is required.
 - The intent of this guideline is to ensure safety by providing the student with a general understanding of what may occur, not to inhibit the value of training experiences that expose a student to an “unknown” situation.
- Students shall be directed to immediately report any perceived safety hazard to the instructors or ask for clarification if unsure how to safely perform a task.
 - Students shall be expected to initiate a stop action if a hazard or safety problem is observed and shall be made aware of the appropriate stop action procedure.

10-Means of Communication

- The training staff shall ensure that emergency communications (phone, radio, or other means) are readily available at all training sites.

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- Each training facility or site shall have a communications process or system capable of clearly transmitting instructions to all participants.
 - The communications process or system shall be enough to stop action and ensure that verbal commands are clearly understood. Means of communication may include the use of loudspeakers/bullhorns, lights, flags, whistles, horns, or hand signals.

11-Physical Performance Requirements

Students in poor physical condition at the time of training have an increased potential for injury.

- Students shall be notified in advance on the specific fitness recommendations or physical performance requirements of the training course as well as any related testing standards.
 - This information shall be included in the course announcement and description.
 - Course-specific examples of the types of physical tasks required shall be provided
 - Instructor-level training can be more intensive and may require a higher degree of physical fitness.
 - The intent of this guideline is to promote student self-assessment as to whether they are sufficiently fit to participate in rigorous, strenuous physical exercise and meet the program's physical demands.
- A physical fitness assessment or test of students, prior to training, may be appropriate for certain courses to determine if a student will be able to safely participate.

Students shall be asked to indicate if they have any injuries or pre-existing medical restrictions that may affect their ability to safely participate in training, and if they need reasonable accommodations.

- Students shall report medical conditions, injuries, or physical limitations that can potentially affect their ability to perform safely. Although an instructor cannot make a medical judgment as to student fitness, it is appropriate to ask students if they are injured or otherwise limited before training begins.
- The intent of this guideline is to promote student self-assessment as to whether their ability to participate in rigorous, strenuous physical exercise and meet the program's physical demands is questionable.

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Instructors shall be alert to students who demonstrate inadequate physical conditioning. A student shall be required to provide evidence of medical fitness for training if the instructor has doubts as to the student's ability to perform safely.

- Responsibility for student safety and the decision as to whether a student should participate in training rests with the agency and instructor(s).
- When doubt exists as to the student's ability to perform safely, the agency and instructor(s) shall exclude the student from training. Evidence of an adequate fitness level shall include a medical clearance from a physician, or an attestation by the student's employing agency that such a medical clearance has been obtained.

South Bay may be asked to provide reasonable accommodations for injuries or pre-existing medical restrictions that could affect a student's ability to participate in training.

- A reasonable accommodation is an interactive process to determine what, if any, modifications are possible that would allow the individual to safely participate in training.
- No accommodation needs to be made if the accommodation would:
 - Eliminate an essential component of training or testing.
 - Fundamentally alter the course curriculum and testing requirements.
 - Create an undue hardship.
 - Not allow the student to perform the activity safely, even with the accommodation.

Instructors shall be aware of physical fatigue factors that affect the ability of the student to perform safely.

- Certain training activities are inherently tiring. Instructors shall be aware that long periods of training, environmental conditions, or other factors may fatigue students and increase injury potential.
- The physical condition or fatigue of the student, the climatic conditions (i.e., extremes in heat and cold), the type of terrain, and other environmental factors such as air quality, can affect the capabilities and safe performance of participants.
 - All these factors could suggest a reduction in training intensity and shall be considered when establishing the instructional pace.

12-Equipment

Minimum standards for clothing, footwear, and personal equipment shall be established for students participating in manipulative skills training.

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- Instructors shall conduct a pre-training inspection of student and role player(s) clothing and personal equipment prior to their participation in the training program to eliminate potential safety hazards.
 - This affords the opportunity for the instructor to check for inadequate, unauthorized, unserviceable, or defective equipment.
 - The wearing of loose or excessive jewelry during exercises should be prohibited since it may create a hazard to the student.
 - Long hair should be adequately secured as to not create a hazard to the student.

Instructors shall conduct a pre-training inspection of all presenter supplied training equipment to ensure that it meets minimum standards.

- Periodic inspection of training equipment is fundamental to student safety. Equipment that is deemed unsafe or unserviceable shall not be utilized in training.
- It is essential that all equipment receive any required maintenance and service prior to the beginning of training.
- Shared training equipment such as mats, weights, etc. shall be cleaned on a regular basis to minimize exposure to biohazards or airborne particulate matter.

13-First Aid, Trauma Care and Other Emergency Supplies

A fully equipped first aid/trauma kit shall be readily accessible at each individual training site.

- First aid/trauma kits shall include supplies for the emergency treatment of injuries associated with the training activity or site. For example:
 - First aid/trauma kits at firearms ranges shall include pressure bandages, hemostatic dressing and other related trauma care supplies for the emergency treatment of gunshot wounds.
 - Items such as insect repellent, sunscreen, or splint materials may be appropriate for certain types of search and rescue courses.
 - First aid kits shall be inspected on a regular basis to ensure items removed have been replenished, and outdated items replaced.

An AED (Automated External Defibrillator) shall be readily accessible at each individual training site.

A fire extinguisher shall be readily accessible during any training course or exercise where a fire hazard may exist.

- The fire extinguisher type and size should be appropriate for the kind of fire hazard anticipated.

- Regular inspection of any fire extinguisher shall occur to ensure proper functionality (fully charged), and expiration status.

14-Injury Prevention

Instructors shall be familiar with the causes of common training-related injuries and strategies for preventing such injuries.

- This includes recognizing the objective symptoms of heat illnesses, exhaustion, musculoskeletal injuries, respiratory and cardiac emergencies.
- Many student injuries are preventable when proper safety practices, physical conditioning, exercise methodologies and equipment are employed.
- Instructors shall advise students of the causes of common exercise and training-related injuries, and strategies for preventing such injuries.

Instructors of defensive tactics, arrest control techniques, lifetime fitness, physical agility training, and similar physically demanding programs are encouraged to pursue advanced First Aid, CPR and AED training, as well as specialized training in exercise science and related subjects.

- Close attention shall be given to recognizing symptoms of:
 - Heat and cold related illnesses.
 - Respiratory and cardiac emergencies.
 - Muscle strains, tears, fractures, and dislocations.
 - Other illnesses related to intense physical activity such as “Rhabdo” (Rhabdomyolysis).

Long periods of training, psychologically demanding activities, adverse weather and environmental conditions, and other factors can mentally and physically fatigue students, thereby increasing the potential for injury.

- These factors could suggest a reduction in training intensity and shall be considered when establishing the instructional pace.
 - Frequent rest and water breaks may be necessary.

Presenters shall consider the weather conditions and the type of training to be conducted.

- Weather conditions shall be considered regarding the need to provide shaded areas, shelter, or protective clothing.
- Excessive heat or high humidity could suggest a reduction in instructional intensity.
 - Heat related illnesses are the product of both temperature and humidity. Exercise during moderate temperature conditions but with elevated humidity can be as dangerous as exercise during high temperature conditions.

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- The temperature of certain surfaces, such as asphalt or concrete, shall be monitored to avoid heat-related student injuries.
- Training activities during cold temperatures shall be closely monitored. Prolonged exposure to cold weather, wet clothes or immersion in cold water can cause hypothermia.
- Strenuous exercise shall be avoided during periods of unhealthy air quality in conformance with the Air Quality Index (AQI), and during periods of excessively inclement hot or cold weather.

Students shall be instructed to immediately report any perceived safety hazards to the instructors.

- Students shall be made aware of the appropriate immediate stop action procedure when a safety problem is perceived which may cause injury to anyone

Instructors shall follow recognized training principles in the delivery of manipulative skill training to minimize the potential for accidents and injuries.

- Tactical training, physical conditioning and other manipulative skills are generally best taught by first describing the skill, then demonstrating it, and finally having the student perform it at a reduced speed until some proficiency is achieved. These same instructional principles apply to obstacle courses and related test events.

15-Response to Injuries

Students shall be required to immediately report any injury to the instructors.

Certain injuries may necessitate an immediate stop action to any training activities. In case of an injury requiring emergency medical assistance, 9-1-1 shall be called immediately.

At least one instructor, or other person, either directly involved in the training event or immediately available at the training site, shall be trained in first aid, CPR and AED.

Specific procedures in the event of an injury or medical emergency shall be identified and communicated.

- Specify the name, location, and phone number of the nearest emergency medical facility for each training site and post this information in a conspicuous place.
- Notification Procedures & Reporting Protocols
 - In the event of a serious injury to student or staff the instructor or trained staff member will immediately evaluate the injury, assure the appropriate EMT response is requested and provide basic first aid.
 - For serious injuries, the agency training manager and South Bay coordinator will be notified as soon as possible.

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- The appropriate POST Regional Consultant shall be notified in writing via Regulation 1051 Injury Report Form within five (5) business days when an injury requiring more than basic first aid occurs during training.
- Protocols shall specify procedures for return-to-training medical releases following a student injury
 - Students who sustain an injury which requires treatment by a physician shall obtain a medical release before they are authorized to resume training.
 - In cases where a student loses consciousness, an evaluation shall be sought from a competent medical authority before the student is allowed to return to training.
- Instructors shall conduct an after-action review of the incident to ensure that any hazardous conditions or other causal factors are identified and repeat accidents are avoided.
 - Presenters should consider conducting an annual audit of any training related injuries. Audits can serve a number of purposes, including; promoting accountability, identifying risk, evaluating controls, and ensuring the efficient and effective delivery of training.

16-Review of Instructor Responsibilities

- Instructors shall be responsible for conducting safety inspections or otherwise assessing the safety of the equipment and facilities used for training.
- Instructors shall be aware of environmental factors, such as weather or air quality, and adjust the instruction as necessary.
- Instructors shall incorporate the safety policy into their lesson plans, and either orally review the policy with the class or incorporate the written safety policy into the course handouts.
 - Lesson plans, training plans and instructional events will not conflict with the intention or policy of this guideline.
- Instructors shall advise all students of their responsibility to report any unsafe actions and/or conditions during training.
- Instructors shall notify the local agency, of any potential impact of the training to the outside agencies. (i.e. scenario training in which simulated gun fire will occur and may be heard by the community)
- Instructors shall demonstrate an attitude of safety and exhibit a professional demeanor at all times. Humility and self-control are particularly crucial to the delivery of psychomotor skills training.
- Instructors shall adhere to all policies, rules, regulations, ordinances and laws concerning their conduct while interacting with students.
- Instructors shall conform to applicable EPA and Cal/OSHA standards.

Section 2

SAFETY POLICY FIREARMS TRAINING

1. Bullet Impact Area
2. Designated Safe Areas
3. Range Inspections
4. Adequate Ventilation
5. Reactive Targets
6. Props Used for Tactical Shooting
7. Eye & Ear Protection
8. Body Armor
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10. Instructor Qualifications & Requirements
11. Clothing & Footwear
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16. EPA and Cal/OSHA Standards
17. Instructor Qualifications & Requirements
18. Instructor-to-Student Ratios
19. Course Locations & Nearest Hospital

SECTION 2

FIREARMS TRAINING

General written safety rules, unique to firearms training shall be developed and communicated to students prior to each training session. **Absolutely no drill will be conducted with live ammunition (except Simunitions, paintball and the like) which will allow or call for the muzzle of any weapon to cover on a human target or to be purposefully pointed in the general direction of another person.**

1- Bullet Impact Area

Each firearms training facility shall have an adequate bullet impact area to provide a reasonable margin of safety from all aimed, strayed, and ricocheted shots.

- The impact area could include berms, fencings, deflection barriers, and bullet traps.
- Staff shall conduct periodic inspections to ensure that these areas are functional.
- Range facility managers shall be aware of current EPA and Cal/OSHA standards.

2 – Designated Safe Areas

Safe areas shall be designated to accommodate persons who are not directly engaged in shooting, including areas for weapon cleaning, and unloading and reloading.

- Safe areas shall be clearly identifiable to the student.

3 – Range Inspections

Range facilities and bullet impact areas shall be inspected at least daily for apparent hazards.

- Range conditions can change due to problems created by weather, intrusion of ground burrowing animals, faulty equipment or other causes.
- Range inspections shall be initiated prior to the beginning of each shooting session and upon return to the facility following any break in training.
- Periodic inspection and maintenance of the bullet impact areas shall be conducted for ricochet hazards (e.g., protruding metal).
- If a hazard is found during the inspection, all steps to remedy the hazard shall be taken prior to the commencement of live fire exercises.

4 - Adequate Ventilation

Indoor ranges shall be adequately ventilated.

- Student exposure to lead, toxic gases, and other gunshot residue is of particular concern in the case of indoor or enclosed ranges.
- Range facilities shall conform to all applicable Cal/OSHA standards.

5 - Reactive Targets

Ranges equipped with reactive targets shall be constructed in such a manner as to minimize the danger of ricochets.

- Setting up reactive targets on a slight angle to the line of fire will cause ricocheting bullets to angle away from the shooter rather than back at the shooter.
- Shots must be deflected into a safe impact area.
- Instructors shall inspect the target surfaces to ensure cupping or other deformities that can create ricochet hazards have not occurred over time.
- Minimum safe distance to steel targets shall be considered.
- Instructors shall be familiar with the ballistic rating and intended use of their reactive targets.
 - Any course of fire involving reactive targets shall be consistent with their intended use.

6 - Props Used for Tactical Shooting

Props and sets used in tactical shooting courses shall be constructed to minimize the danger created by ricochet.

- Staff shall ensure that firing and deflection angles do not compromise the safety of students or other personnel.
- Students shall be encouraged to report ricochet hazards to the instructor.

7 - Eye and Ear Protection

Every student shall wear eye and ear protection while engaged in shooting or while in the immediate vicinity of the firing line.

- Presenters shall establish a mandatory “safety zone” and require all persons within to wear eye and ear protection.
- Extra protective equipment shall be available for use by visitors, or in the event a student needs a replacement.

8 - Body Armor

The use of soft body armor is strongly encouraged in all tactical shooting courses and in those courses that employ reactive targets.

- Soft body armor may prevent an injury from any potential ricochet.

9 - Holsters

Each handgun shooter shall use a presenter approved holster that is compatible with the type of handgun that will be used on the range.

- All students shall have the means to safely secure handguns in a holster or other device when not engaged in shooting.

10 - Firearm Inspections

Firearms shall be subject to a safety inspection and be approved by the instructors prior to use on the range.

- Weapons and magazines shall be visually checked to determine if loaded or unloaded, and for indications of metal fatigue or deformities, prior to training.
- A firearms safety check shall be conducted after lunch breaks, transportation to remote ranges, or other breaks in training.
 - This will help to ensure that firearms training remains safe.
 - Periodic safety checks throughout the training day may also be appropriate.

11 - Clothing and Footwear

Clothing and footwear appropriate to the course of fire and terrain of the range shall be required.

- Clothing should cover areas that could be injured in any of the positions the shooter is expected to assume. Tank tops, low-necked shirts and similar clothing are not recommended.
- Shoes shall completely cover the toes and be suitable for standing and running.

12 - Knowledge of Firearms

Instructors/rangemasters shall have a broad, general knowledge of firearms.

- There are many different semi-automatic pistols currently employed by California law enforcement agencies.
 - Intensive training specific to each of these weapons may not be readily available within existing instructor-level courses or updates. Manufacturer's orientations may serve to meet this recommendation.
- The intent of the guideline is to encourage instructors/rangemasters to be knowledgeable with the operation of the specific firearms used in the courses they oversee.

13 - Weapon Malfunctions

Procedures for the safe handling of weapon malfunctions, ammunition failures, and other unusual occurrences shall be reviewed with students prior to live fire training.

14 – Review of Safety Rules

Students shall be repeatedly reminded to follow basic firearms safety rules.

- Treat every firearm as if it were loaded.
- Always point your firearm in a safe direction.
- Keep your finger off the trigger and outside the trigger guard, until you are on target and ready to fire.
- Be sure of your target, background, and anything downrange

15 - Danger of Lead Deposits

Students shall be instructed to wash hands, face, and clothing thoroughly after shooting to remove any lead particles or other debris deposited as a result of the weapon's discharge.

- Students shall be instructed in the danger of lead deposits to children and pregnant women, and what precautions they should take to safeguard them.
- Lead traces and like deposits on a student's hands must be removed before eating or drinking.
- The long-term potential health hazard associated with lead contamination should be recognized.

16 - EPA and Cal/OSHA Standards

Instructors/rangemaster shall conform to all applicable EPA and Cal/OSHA standards for range maintenance and cleanup to avoid potential health hazards.

17 – Instructor Qualifications and Requirements

All firearms training is conducted under the immediate supervision of a POST-approved firearms instructor.

- All instructors must have successfully completed a POST-certified firearms instructor/rangemaster course or its equivalent and have their POST Resume on file with SBRPSTC.
- At least one onsite Firearms Instructor shall maintain current First Aid/CPR certification per California and County EMSA regulations for First Responders.
- New instructors must shadow tenured firearms instructors and may only begin instruction after demonstrating expertise in all phases of training.
- Whenever feasible, firearms instructors should attend firearms instructor update courses, serve on POST sub-committees and assist with curriculum development. Networking is also highly encouraged.
- Instructors shall adhere to the approved lesson plan and expanded course outline as filed with POST to ensure consistency and continuity.
- Instructors shall appropriately adjust instructional pace and intensity during adverse climatic conditions.
- Instructors shall wear bright red firearms instructor shirts in order to be clearly visible and easily identifiable.
- Instructors shall demonstrate an attitude of safety and exhibit a professional demeanor at all times.

18 – Instructor-to-Student Ratios

Due to the inherent danger of firearms, the number of instructors shall be sufficient to provide adequate supervision over each participant. South Bay Regional Public Safety Training Center (*SBRPSTC*) has established an appropriate instructor -to-student ratio.

- A ratio of ONE instructor to EIGHT students (indoor) for static line courses of fire or qualification courses.
- A ratio of ONE instructor to TEN students (outdoor) for static line courses of fire or qualification courses.
- A ratio of ONE instructor to THREE students (indoor) for “moving” courses of fire.
- A ratio of ONE instructor to FIVE students (outdoor) for "moving" courses of fire.

In tactical or moving courses of fire, the training center shall adjust the instructor-to-student ratio to accommodate dynamic training environments.

- Instructors will monitor shooting situations to ensure that safety is maintained and adjust instructor-student ratios to accomplish that goal.
- Some situations may be set at one instructor to one student.

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- Shoot-and-move situations, tactical shooting situations and active shooter activities will adhere to ONE instructor to THREE students for indoor courses, and ONE instructor to FIVE students for outdoor courses.

18 – Course Locations and Nearest Hospitals

For presentations that utilize more than one site for classroom and range facilities, students will provide their own transportation from one site to the other. Students will properly secure all weapons per Penal Codes 16850, 25400, 25610, 30945 and/or their Department Policy.

- 1) 11990 MARSH CREEK ROAD, CLAYTON, CA. 94517
Classroom and Range
On-Duty Watch Commander: (510) 233-1214
Nearest Hospital: Emergency Room-Kaiser Permanente Antioch Medical Center, 4501 Sand Creek Road, Antioch, CA. 94531 (925) 813-6500
- 2) 1 RANGE ROAD (OFF-HILLSIDE), COLMA, CA. 94015
Range
On-Duty Watch Commander:
Nearest Hospital: Seton Medical Center, 1900 Sullivan Ave, Daly City, CA. 94015 (650) 992-4000
- 3) 1199 EL CAMINO REAL, COLMA, CA. 94014
Classroom Only
On-Duty Watch Commander: (650) 997-8321
Nearest Hospital: Seton Medical Center, 1900 Sullivan Ave, Daly City, CA. 94015 (650) 992-4000
- 4) 333 90TH STREET, DALY CITY, CA. 94015
Classroom Only
On-Duty Watch Commander: (650)-991-8119
Nearest Hospital: Seton Medical Center: Emergency Room, 1900 Sullivan Ave, Daly City, CA. 94015 (650) 992-4000
- 5) 6289 MADIGAN RD., DUBLIN, CA. 94568
Alameda County Sherriff's Office Range
Classroom and Range
On-Duty Watch Commander: (925) 551-6970
Nearest Hospital: Stanford Health Care-Valley Care Emergency Department, 5555 W. Las Positas Blvd., Pleasanton, CA. 94588 (925) 416-3418
- 6) 2000 STEVENSON BLVD., FREMONT, CA. 94537

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Classroom Only

On-Duty Watch Commander: (510) 790-6800

Nearest Hospital: Emergency Room-Kaiser Permanente Fremont Medical Center and Officers, 39400 Paseo Padre Parkway, Fremont, CA. 94538 (510) 248-3000

- 7) 8000 PATTERSON RANCH ROAD, FREMONT, CA. 94555

Range

On-Duty Watch Commander: (510) 790-6800

Nearest Hospital: Emergency Room-Kaiser Permanente Fremont Medical Center and Officers, 39400 Paseo Padre Parkway, Fremont, CA. 94538 (510) 248-3000

- 8) 1300 SOUTHSIDE DRIVE, GILROY, CA. 95020

Classroom and Range

On-Duty Watch Commander: (408) 846-0350

Nearest Hospital: St Louise Hospital, 9400 No Name Uno, Gilroy, CA. 95020 (408) 848-2000

- 9) 1400 CALHOUN, HAYWARD RANGE, HAYWARD, CA, 94544

Classroom and Range

On-Duty Watch Commander: (510) 578-4237

Nearest Hospital: St. Rose Hospital-Emergency Room, 27200 Calaroga Avenue, Hayward, CA. 94545 (510) 264-4000

- 10) 1456 BOLSA ROAD, HOLLISTER, CA. 95023

San Benito County Sherriff's Office Range

Classroom and Range

On-Duty Watch Commander: (831) 636-4330

Nearest Hospital: Hazel Hawkins Memorial Hospital, 911 Sunset Dr., Hollister, CA. 95023 (831) 637-5711

- 11) 395 APOLLO WAY, HOLLISTER, CA. 95023

Classroom and Range

On-Duty Watch Commander: (831) 636-4330

Nearest Hospital: Hazel Hawkins Memorial Hospital, 911 Sunset Dr., Hollister, CA. 95023 (831) 637-5711

- 12) 710 FLYNN ROAD, HOLLISTER, CA. 95023

Classroom and Range

On-Duty Watch Commander: (831) 636-4330

Nearest Hospital: Hazel Hawkins Memorial Hospital, 911 Sunset Dr., Hollister, CA. 95023 (831) 637-5711

- 13) HWY 25 @ FLYNN ROAD, HOLLISTER, CA. 95023

Classroom and Range

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On-Duty Watch Commander: (831) 636-4330
Nearest Hospital: Hazel Hawkins Memorial Hospital, 911 Sunset Dr., Hollister, CA.
95023 (831) 637-5711

14) 4000 DAGNINO ROAD, LIVERMORE, CA, 94550

Classroom and Range

On-Duty Watch Commander: (925) 371-4900

Nearest Hospital: San Ramon Regional Medical Center-Emergency Room, 6001
Norris Canyon Road, San Ramon, CA 94583 (925) 275-9200

15) 2000 SCOTT CREEK RD., MILPITAS, CA. 95035

Classroom and Range

On-Duty Watch Commander: (408) 586-2400

Nearest Hospital: Emergency Room-Kaiser Permanente Fremont Medical Center
and Officers, 39400 Paseo Padre Parkway, Fremont, CA. 94538 (510) 248-3000

16) I-680 & SCOTT CREEK RD., MILPITAS, CA. 95035

Classroom and Range

On-Duty Watch Commander: (408) 586-2400

Nearest Hospital: Emergency Room-Kaiser Permanente Fremont Medical Center
and Officers, 39400 Paseo Padre Parkway, Fremont, CA. 94538 (510) 248-3000

17) 351 MADISON STREET, MONTEREY, CA. 93940

Classroom and Range

On-Duty Watch Commander: (831) 646-3914

Nearest Hospital: Community Hospital of the Monterey Peninsula, 23625 Holman
Hwy., Monterey, CA. 93940 (831) 624-5311

18) 1000 SAN BRUNO AVENUE, MORGAN HILL, CA. 95037

Morgan Hill Police Department Range

On-Duty Watch Commander: (408) 779-2101

Nearest Hospital: Emergency Room-Kaiser Permanente San Jose Medical
Center, 250 Hospital Pkwy., San Jose, CA. phone: (408) 362-4740

19) 580 PINE AVENUE, PACIFIC GROVE, CA. 93950

Classroom and Range

On-Duty Watch Commander: (831) 648-3143

Nearest Hospital: Community Hospital of the Monterey Peninsula, 23625 Holman
Hwy., Monterey, CA. 93940 (831) 624-5311

20) 2075 COAST HWY., PACIFICA, CA. 94044

Classroom and Range

On-Duty Watch Commander: (650) 738-7314

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Nearest Hospital: Kaiser Permanente Emergency Room, 1200 El Camino Real,
South San Francisco, CA. 94080 (650) 742-2000

21) 1301 MAPLE STREET, REDWOOD CITY, CA, 94063

Classroom and Range

On-Duty Watch Commander: (65) 780-7100

Nearest Hospital: 1100 Veterans Blvd 1st Floor, Redwood City, CA 94063 (650)
299-2200

22) 1021 MONTEREY-SALINAS HWY, SALINAS, CA. 93908

Classroom and Range

On-Duty Watch Commander: (831) 648-3143

Nearest Hospital: Community Hospital of the Monterey Peninsula, 23625 Holman
Hwy., Monterey, CA. 93940 (831) 624-5311

23) 1025 MONTEREY HWY, SALINAS, CA. 93908

Classroom and Range

On-Duty Watch Commander: (831) 655-0268

Nearest Hospital: Community Hospital of the Monterey Peninsula, 23625 Holman
Hwy., Monterey, CA. 93940 (831) 624-5311

24) 312 E. ALISAL ST., SALINAS, CA. 93901

Classroom and Range

On-Duty Watch Commander: (831) 758-7090

Nearest Hospital: Salinas Valley Memorial Hospital Emergency Room, 450 E.
Romie Lane, Salinas, CA. 93901. (831) 757-4333

25) 31625 HIGHWAY 101, SALINAS, CA, 93960

Classroom and Range

On-Duty Watch Commander: (831) 394-9333

Nearest Hospital: Salinas Valley Memorial Hospital-Emergency Room, 450 E.
Romie Lane, Salinas, CA. 93901 (831) 759-3257

26) 560 BAILEY AVE, SAN JOSE, CA. 95141

Classroom

On-Duty Watch Commander: (408) 229-4299

Nearest Hospital: Emergency Room-Kaiser Permanente San Jose Medical
Center, 250 Hospital Pkwy., San Jose, CA. phone: (408) 362-4740

27) 9580 MALECH ROAD, SAN JOSE, CA. 95138

Rifle & Pistol Range Field Sports County Park AKA Metcalf

Classroom and Range

On-Duty Watch Commander: (408) 463-0652

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Nearest Hospital: Emergency Room-Kaiser Permanente San Jose Medical Center, 250 Hospital Parkway, San Jose, CA. 95119 (408) 362-4740

28) 9600 MALECH ROAD, SAN JOSE, CA. 95138

Santa Clara County Sheriff's Office Range

Classroom and Range

On-Duty Watch Commander: (408) 463-0652

Nearest Hospital: Emergency Room-Kaiser Permanente San Jose Medical Center, 250 Hospital Parkway, San Jose, CA. 95119 (408) 362-4740

29) 1601 COYOTE POINT ROAD, SAN MATEO, CA.

Classroom and Range

94401 On-Duty Watch Commander: (408) 229-4229

Nearest Hospital: Mills Peninsula Emergency Department, 1501 Trousdale Drive, Burlingame, CA. 94010 (650) 696-5170

30) 200 FRANKLIN PARKWAY, SAN MATEO, CA. 94403

Classroom and Range

On-Duty Watch Commander: (650) 552-7700

Nearest Hospital: San Mateo Medical Center Emergency Center, 222 W 39th Ave, San Mateo, CA. 94403 (650) 573-2222

31) 1900 WALSH AVENUE, SANTA CLARA, CA. 95050

Classroom and Range

On-Duty Watch Commander: (650) 903-6344

Nearest Hospital: Kaiser Permanente Santa Clara Medical Center Emergency Room, 700 Lawrence Expressway, Santa Clara, CA. 95051 (408) 851-5300

32) 1990 WALSH AVENUE, SANTA CLARA, CA. 95050

Classroom and Range

On-Duty Watch Commander: (650) 903-6344

Nearest Hospital: Kaiser Permanente Santa Clara Medical Center Emergency Room, 700 Lawrence Expressway, Santa Clara, CA. 95051 (408) 851-5300

33) 155 CENTER STREET, SANTA CRUZ, CA. 95060

Classroom and Range

On-Duty Watch Commander (831) 471-1131

Nearest Hospital: Emergency Room-Dominican Hospital, 1555 Soquel Dr., Santa Cruz, CA. 95065 (831) 462-7700

34) 1500 GREEN HILLS, SCOTTS VALLEY, CA. 95066

Classroom and Range

On-Duty Watch Commander: (831) 440-5670

Nearest Hospital: Emergency Room-Dominican Hospital, 1555 Soquel Dr., Santa

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Cruz, CA. 95065 (831) 462-7700

- 35) 1600 GREEN HILLS, SCOTTS VALLEY, CA. 95066
Classroom and Range
On-Duty Watch Commander (831) 440-5670
Nearest Hospital: Emergency Room-Dominican Hospital, 1555 Soquel Dr., Santa Cruz, CA. 95065 (831) 462-7700
- 36) 1700 GREEN HILLS, SCOTTS VALLEY, CA. 95066
Classroom and Range
On-Duty Watch Commander (831) 440-5670
Nearest Hospital: Emergency Room-Dominican Hospital, 1555 Soquel Dr., Santa Cruz, CA. 95065 (831) 462-7700
- 37) 31500 SAN VICENTE ROAD, SOLEDAD, CA. 93960
Range
On-Duty Watch Commander: (831) 223-5120
Nearest Hospital: Mee Memorial Hospital: Emergency Room, 300 Canal St., King City, CA. (831) 385-6000
- 38) CORRECTIONS-HIGHWAY 101, SOLEDAD, CA. 93960 (also known as Soledad Prison Road, Soledad, CA. 93960)
Classroom and Range
On-Duty Watch Commander (831) 223-5120
Nearest Hospital: Salinas Valley Memorial Hospital-Emergency Room, 450 E. Romie Lane, Salinas, CA. 93901 (831) 759-3257
- 39) 1 CHESTNUT AVE., SOUTH SAN FRANCISCO, CA. 94080
Classroom and Range
On-Duty Watch Commander: (650) 877-8900
Nearest Hospital: Kaiser Permanente Emergency Room, 1200 El Camino Real, South San Francisco, CA. 94080 (650) 742-2000
- 40) 679 PAMPAS LANE, STANFORD, CA. 94035
Classroom and Range
On-Duty Watch Commander: (650) 723-9633
Nearest Hospital: Stanford Hospital Marc and Laura Andreesen Adult Emergency Department, 1190 Welch Road, Palo Alto, CA. 94304 (650) 723-5111
- 41) 1210 BORDEAUX DRIVE, SUNNYVALE, CA, 94089
Classroom and Range
On-Duty Watch Commander: (408) 730-7100
Nearest Hospital: El Camino Hospital Mountain View Emergency Room, 2500 Grant Road (entrance on South Drive), Mountain View, CA. 94040 (650) 940-7055

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- 42) 3800 VALLEY VISTA, WALNUT CREEK, CA. 94598
Classroom and Range
On-Duty Watch Commander: (925) 943-5844
Nearest Hospital: John Muir Medical Center Emergency Room, 1601 Ygnacio Valley Road, Walnut Creek, CA. 94598 (925) 939-5800
- 43) 10 LARKIN VALLEY RD, RANGE, WATSONVILLE, CA. 95076
Classroom and Range
On-Duty Watch Commander: (831) 768-3300
Nearest Hospital: Watsonville Community Hospital Emergency Department, 75 Nielson St, Watsonville, CA. 95076 (831) 724-4741
- 44) 100 AVIATION WAY, WATSONVILLE, CA. 95076
Classroom and Range
On-Duty Watch Commander: (831) 768-3300
Nearest Hospital: Watsonville Community Hospital Emergency Department, 75 Nielson St, Watsonville, CA. 95076 (831) 724-4741
- 45) 14 BLANCA LN., WATSONVILLE, CA. 95076
Classroom and Range
On-Duty Watch Commander: (831) 768-3300
Nearest Hospital: Watsonville Community Hospital Emergency Department, 75 Nielson St, Watsonville, CA. 95076 (831) 724-4741