



# John H. Stamler Police Academy

1776 Raritan Road, Scotch Plains, New Jersey 07076

Telephone 908.889-6112 ♦ FAX 908.889.6359

[www.ucnj.org/prosecutor](http://www.ucnj.org/prosecutor)

## Rules & Regulations for In-Service Personnel

### DRESS CODE

#### Dress Code

Proper dress for men attending in-service training, unless otherwise specified on the registration form, is police uniform or business attire. Women should wear similarly appropriate clothing. Jeans, sweat clothes, sneakers, shorts and tee shirts are NOT permitted.

#### Firearms

Firearms may be worn.

### REGISTRATION

#### Attendance

Complete class attendance is required to obtain a certificate. Attendance is taken and reported each day the class is in session. If possible, certificates will be distributed at the conclusion of each class.

#### Course Cancellation/Confirmation

We do not confirm class registrations. You will only hear from us if a class is cancelled or full. However, if you register for a class and you are unable to attend, you must notify us as soon as possible.

#### Payment

Checks or vouchers should be payable to the Union County Police Academy Training Account and submitted prior to the day of class.

#### Refund Policy

A refund will NOT be issued for failure to attend a course. A credit will be applied only if class cancellation is received two weeks prior to the course starting date or, if the class date is changed and the registrant is unable to attend.

#### Registration

The course description pages in this catalog also serve as applications for attendance.

### ON-SITE CONSIDERATIONS

#### Accident/Injuries

All accidents or injuries occurring on Academy grounds must be reported immediately to the attending instructor and to the administrative office. An incident form must then be completed.

#### Cell Phones

The use of cell phones during course instruction is prohibited. Phones and beepers may only be used during class breaks.

#### Classroom Demeanor

Students are expected to treat instructors with courtesy and respect.

#### Eating/Drinking

Food and beverage are not allowed in the classrooms.

#### Food Service

Vending and coffee machines are located within the 1<sup>st</sup> floor cafeteria. Academy lunchroom tables are available for use unless occupied by recruits.

#### Order

In-Service students are expected to set an example for the Basic Academy recruits by refraining from using profane, loud or offensive language. Students are not permitted to interact with any recruit while on Academy property.

#### Parking

*Reserved* parking spaces are for Chiefs, instructors and administrative personnel only. Students should park in spaces designated by yellow lines.

#### Smoking

Smoking is not permitted inside the Academy.

#### Telephone Messages

No phone messages will be delivered during class except in emergent situations.



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**In Case of Inclement Weather  
or other emergency, please...**



**Log onto [www.ucnj.org](http://www.ucnj.org)  
or  
[www.ucnj.org/policeacademy](http://www.ucnj.org/policeacademy)  
or  
[www.NJ1015.com](http://www.NJ1015.com)  
for posted announcements.**

**Tune in your radio to  
1010 WINS AM, 880 WCBS AM, or 101.5 FM,**

**Tune your TV to Channel 7.**



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## Directions

### GSP Traveling South

Take Parkway exit #135.

Bear right down the ramp onto Central Avenue.

Turn left at the first light (a different Raritan Road).

Continue on Raritan to the fourth traffic light.

Turn right onto Lake Avenue. (Rotondo's Deli will be on your left).

Continue on over the bridge.

At the fourth traffic light (the Center for Hope Hospice will be on your left), turn left onto Raritan Road.

Approximately one quarter-mile on Raritan, on your left, is the Union County Vocational/Technical School campus, on which the Academy is located.

Enter the campus by turning left into the driveway (located to the left of the school buildings).

Once you enter, continue straight through the parking lot all the way to the back.  
Turn right. Drive behind all of the buildings into the parking lot on the opposite side.  
As you emerge into the main parking lot,  
the Police Academy is the stand-alone building on your left.

### GSP Traveling North

Take Parkway exit #135.

Bear left down the ramp and around the circle, under the Parkway Bridge.

At this point, you will be on Central Avenue.

Make a left turn at the first light onto Raritan Road/Clark.

Turn right onto Lake Avenue.

Turn left onto Raritan Road/Scotch Plains. (The Center for Hope Hospice will be on your left.)

About 1/4 mile up, enter the campus by turning left into the driveway (located immediately past the School Administration building.)

Follow the **bold directions** above to the Academy.

### Route 22 East or West

Take the Terrill Road exit off of Route 22 (Sears is your landmark).

Continue on Terrill for several miles.

Terrill Road bears to the left and becomes Raritan Road.

You will notice blue and white John H. Stamler Police Academy signs at the left side of the road.

The Academy entrance driveway is approximately a half-mile down on the right (immediately past the front of the main Union County Vo/Tech School buildings.) Follow the **bold directions** above to the Academy.

### Route 78 East or West

Take Berkeley Heights/Scotch Plains exit #41.

From 78 Eastbound: At the top of the ramp, make a left at intersection (Drift Road).

From 78 Westbound: At the top of the ramp, make a right onto Drift Road.

At the traffic light, turn right.

Go to second traffic light and bear right.

Go over the Route 22 overpass and bear right onto Park Avenue.

Go ten traffic signals (about three miles) and turn right on Raritan Road.

Follow the **bold directions** above to the Academy.



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