



Dear Chief/Sheriff:

Thank you for your interest in the D.A.R.E. Program. The Ohio Association of Chiefs of Police and the Law Enforcement Foundation, Inc., as the designated coordinators of training for Ohio D.A.R.E. Officers, are pleased to provide you with the attached D.A.R.E. Officer Application Packet. In January 2010 the application requirement list was revised. If your department sent an officer through the DOT process before December 2009, you should pay particular attention to the application requirements listed in this letter since the process does differ from prior years.

The success of the D.A.R.E. program is due to each individual D.A.R.E. Officer. The following list delineates specific areas that should be considered when selecting a D.A.R.E. candidate:

- Demonstrated ability to interact with and relate to children.
- Oral and written communication skills that are adaptable to age-specific audiences.
- Ability to organize.
- Responsiveness to instruction.
- Ability to develop interpersonal relationships.
- Promptness; good time management skills.
- Exemplary role model in both formal and informal situations.
- Refrains from sexual, racial, stereotyping or inappropriate and insensitive remarks.
- Flexible and able to handle the unexpected.
- Committed to careful replication of the D.A.R.E. curricula.

There are four application requirements:

1. **“Application for D.A.R.E. Officer Training”**

A D.A.R.E. Officer candidate must be a full-time, uniformed law enforcement officer with at least two years of experience, meeting the minimum training standard for peace officer status in their state of residence. The two-page application must be completed and signed by both the candidate and agency head and must be accompanied with a copy of the candidate’s Ohio Peace Officer Training (or other state) certificate.

2. **“Local Interview Report”**

Ohio D.A.R.E. Officer candidates are required to participate in an oral screening process that involves an interview with a local screening team. Each agency requesting training is required to form a screening team composed of 4-6 persons including a police administrator, an educator, a school administrator, a parent, and a certified D.A.R.E. officer (if available). Any member may serve under more than one category. Communities are encouraged to select screening team members who have experience with the D.A.R.E. program. The signatures of all screening team members must be included on the report. A listing of commonly asked D.A.R.E. interview questions is available upon request (kari.parsons@osroa.org)

3. **“School District & Law Enforcement Agency Participation Agreement”**

The D.A.R.E. Officer candidate’s police agency is required to complete a participation agreement with each participating school district in which the officer will teach D.A.R.E. Both the law enforcement agency head and the school superintendent must sign the agreement.

(Continued)

4. "Letter of Endorsement"

Personal support letter written by candidate's chief or sheriff.

All items required must be received in order to consider the application complete. Applications are listed according to date received and processed for the next available class.

Please return the application requirements to: **D.A.R.E. Ohio**
6277 Riverside Drive, Ste. 2N
Dublin, OH 43017-5067
614/761-9498 (Phone)
614/761-9509 (Fax)

Upon acceptance into the D.A.R.E. Training Program (DOT), the Chief/Sheriff and the prospective D.A.R.E. Officer will be notified by email or US Mail of the date, time, place, etc. of training. **The Officer must then call the D.A.R.E. office to confirm this acceptance.** Attendance at all training classroom sessions and additional evening study time is required. The officer will spend the entire two weeks at the training facility (except for the weekend in between weeks) because the training is quite intense and all students require many evening hours.

The prospective D.A.R.E. Officer must successfully complete the 80-hour training (plus additional evening study time) to be eligible to teach the D.A.R.E. Program. Please be careful of public announcements until after the Officer graduates from the training.

Thank you again for your interest in the D.A.R.E. Program and on behalf of the three co-sponsors, the Ohio Association of Chiefs of Police, The Ohio Attorney General's Office, and the Law Enforcement Foundation, we wish you and your community great success.

Sincerely,



Kari B. Parsons, MBA
Director of Training
D.A.R.E. Ohio
Kari.parsons@osroa.org

D.A.R.E. OFFICER TRAINING APPLICATION (2010 ver.) (Please Print)

Last Name:	First:	MI:	Rank/Title:
Department:			
Dept. Address:			
City:	State:	Zip Code:	County:
Telephone:	Fax:	Email:	
Chief/Sheriff Name:		Email:	
Supervisor's Name:		Email:	

PERSONAL INFORMATION

Your name as you wish it to appear on your Certificate:

Name Tag:

Social Security Number:

Sex:

DOB:

Home Address:

Home Phone:

City:

State:

Zip Code:

Number of Sick Days taken in the past year:

Reason:

How many schools/classes will you be teaching in if certified:

Schools:

Classes:

LAW ENFORCEMENT EXPERIENCE

I am a certified/sworn police officer with full enforcement authority:

Yes

No

Basic Training - Location:

Date Certified:

Service date with current department:

Full

PT

I am assigned to or have had assignments in:

Uniform/Patrol

S.R.O.

Juvenile

Community/Public Relations

Investigations

Narcotics

PRIOR LAW ENFORCEMENT EXPERIENCE

AGENCY	JOB TITLE	DATES EMPLOYED	FULL or PART TIME
			<input type="checkbox"/> Full <input type="checkbox"/> PT
			<input type="checkbox"/> Full <input type="checkbox"/> PT
			<input type="checkbox"/> Full <input type="checkbox"/> PT

TO BE COMPLETED BY CHIEF/SHERIFF AND APPLICANT

Is this the first time your agency will implement the DARE Program?

Yes No

The Applicant/Officer will teach:

Full time Part time Relief/Substitute

Is the applicant replacing another DARE Officer who is leaving the DARE Unit?

Yes No

If yes, what is the name of the DARE Officer? _____

- I understand that the D.A.R.E. Officer is required to teach in uniform without a gun; however, departmental policy overrides this rule:

Yes No

- I understand that the D.A.R.E. Officer Training is a comprehensive program that will demand the undivided attention of the Applicant/Officer, and I am aware that attendance at all classroom sessions and additional evening study time is mandatory:

Yes No

- I understand that the Applicant/Officer must successfully demonstrate the knowledge, attitudes and skills necessary to effectively deliver the D.A.R.E. Curriculum in order to be certified:

Yes No

- I understand that the Applicant/Officer will be representing the Department and the DARE Program and I have chosen a candidate that He/she indicates they do not abuse alcohol or any other drugs.

Yes No

I, the Chief/Sheriff have read the information submitted with this application and agree that the statements submitted above are correct and true.

CHIEF/SHERIFF'S SIGNATURE

DATE

TO BE SIGNED BY THE APPLICANT

I hereby affirm that all of the information contained in this application packet is correct and true to the best of my knowledge. I confirm that I do not have any recent (within the past 3 years) record of disciplinary actions or investigations and that my personal habits are consistent with the role of being a DARE Officer. I agree that I will not, now and in the future, abuse in any way, alcohol or other drugs.

APPLICANT'S SIGNATURE

DATE

D.A.R.E. Ohio
LOCAL INTERVIEW REPORT

The following officers have all completed Ohio minimum training standards, are commissioned or sworn and have two years uniformed law enforcement experience.

Last Name	First	Middle Initial	Rank	Social Security Number	Pass/Fail

The below signed interviewed the officers listed above on _____, 20____, and certify that these officers successfully passed the Interview process and are recommended for D.A.R.E. officer training.

SCREENING TEAM MEMBERS
SIGNATURES MUST BE INCLUDED

	Name (<i>Printed and Signed</i>), Title, Agency and Phone	<i>Check all categories that apply</i>				
		Police Administrator	Educator	School Administrator	Parent	D.A.R.E. Officer
CHAIR	Signature:					
MEMBER	Signature:					
MEMBER	Signature:					
MEMBER	Signature:					
MEMBER	Signature:					

School District & Law Enforcement Agency Participation Agreement

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THIS FORM MUST BE READ, COMPLETED AND SIGNED BY THE CHIEF/SHERIFF AND THE SUPERINTENDENT OF THE SCHOOL DISTRICT. EVEN IF A FORM HAS BEEN SIGNED FOR A PREVIOUS D.A.R.E. OFFICER, A NEW FORM MUST BE INCLUDED WITH THIS APPLICATION.

Drug and alcohol abuse is one of the most serious problems facing our children today. An effective fight against drug use demands the support and assistance of leaders throughout the community including parents, school officials, law enforcement, government, substance abuse professionals, and private organizations. In recognition of and in response to the problem, the Ohio Association of Chiefs of Police, the Ohio Attorney General's Office, and the Law Enforcement Foundation are providing the D.A.R.E. Program (Drug Abuse Resistance Education) to Ohio communities.

As the local Chief of Police/Sheriff and local School Superintendent, we are interested in bringing D.A.R.E. Ohio to our community. We pledge to establish a working partnership to implement and maintain the D.A.R.E. Program.

Role of the Police Department

The Police/Sheriffs Department will furnish the application and resume of a qualified Officer to be considered for the two-week seminar in D.A.R.E. Training strategies. If the Officer is accepted into the D.A.R.E. Program, the Department agrees to allow the Officer to attend the two-week training session and understands he/she must graduate from the training before he/she will be allowed to teach the Program in the schools. Once the Officer completes the training, the Police/Sheriffs Department will work closely with the School District and the statewide sponsors to implement an effective D.A.R.E. Ohio Program in schools the following semester.

Role of the School District

As Superintendent for the following School District, I understand that the D.A.R.E. Ohio Officer will serve an education and prevention function. The Officer will be uniformed and may or may not be armed depending on departmental policy, while in the school. He/She will not have enforcement responsibilities while on the school grounds except in emergency situations requiring immediate police action.

I understand that the specially trained D.A.R.E. Officer will teach all lessons of the D.A.R.E. curriculum on a weekly basis at the level of the elementary school (5th or 6th grade)/the middle school/ or high school level. In addition, the D.A.R.E. Officer will spend time in visitation to K-4 classrooms as scheduling permits. I understand that classroom instruction is only one component of the D.A.R.E. Program. The Officer will talk informally with students in the cafeteria and on the playground. The D.A.R.E. Ohio Officer will also need to meet with parents and faculty members as a part of the program. I will encourage teachers, principals, substance abuse coordinators, and other school personnel to welcome the D.A.R.E. Ohio Officer into the schools and reinforce the D.A.R.E. curriculum with related activities.

School District & Law Enforcement Agency Participation Agreement

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WE HAVE READ THE ENCLOSED "RESPONSIBILITIES OF THE SCHOOL DISTRICT" AND "RESPONSIBILITIES OF THE LAW ENFORCEMENT AGENCY" AND AGREE TO FOLLOW THESE GUIDELINES. WE ALSO UNDERSTAND THAT THE D.A.R.E. PROGRAM IS COPYRIGHTED AND MUST BE PRESENTED BY THE GUIDELINES AS TAUGHT IN THE 80-HOUR D.A.R.E. TRAINING SESSION.

CHIEF/SHERIFF:

Chief/Sheriff Signature

Date

Chief/Sheriff Name (Print)

Department

Address/City/State/Zip

Phone

Email

SCHOOL SUPERINTENDENT:

Superintendent of Schools Signature

Date

Superintendent of Schools Name (Print)

School District

Address/City/State/Zip

Phone

Email