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Ride-Along Program	400 - 14		01-01-2020	1 of 3
Approval: Chief of Police	Manual: Policy and Procedure			

I. PURPOSE

This purpose of this policy is intended to provide the requirements, approval process, and hours of operation for the Ride-Along Program. The Ride-Along Program provides an opportunity for others to experience the law enforcement function of the Kinston Police Department first hand.

II. DEFINITIONS

- A. Police Ride-Along: A ride-along is an arrangement for a civilian to spend a shift in the passenger seat of an emergency vehicle, observing the work day of a police officer.

III. POLICY

- A. The Kinston Police Department Ride-Along Program is offered to students interested in the criminal justice field, police explorers, police applicants, and those employed within the City that serve in a law enforcement type capacity. Every attempt will be made to accommodate interested persons; however any applicant may be disqualified without cause.
- B. The following factors may be considered in disqualifying an applicant and are not limited to:
1. Being under 16 years of age
 2. Prior criminal history
 3. Pending criminal action
 4. Pending lawsuit against the Department
 5. Denial by any supervisor
- C. Availability
1. The Ride-Along Program is available on most days of the week, with certain exceptions. The ride-along times are consistent with the officer's assigned shift. Exceptions to this schedule may be made as approved by the Chief of Police, Division Major, or Squad Captain.
- D. Procedure to Request a Ride-along
1. A participant may submit, to the Administrative Assistant or designated person, a Ride-Along Request Form (completing all information requested) and a signed waiver. If the participant is under 18 years of age, a parent/guardian must review and sign the ride-along form and waiver.

Generally, ride-along requests will be scheduled by the Administrative Assistant or designated person, after approval from the Division Major. The applicant will be contacted and the ride along will be scheduled based on availability. If the ride-along is denied after the request has been made, a representative of the Department will contact the applicant and advise him/her of the denial.

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E. Program Requirements

1. Once approved, ride-along participants will be allowed to ride no more than once every two months. Exceptions would apply to the following: Explorers, Chaplains, police applicants, and all others with approval of the Division Major. All efforts will be made to ensure that no more than one citizen will participate in a ride-along during any given shift. No more than one ride-along will be allowed in the officer's vehicle at a given time.

F. Suitable Attire

1. Any person approved to ride along is required to be suitably dressed in a collared shirt, blouse or jacket, slacks and shoes; no obvious logos. Sandals, T-shirts, tank tops, shorts, tennis shoes, and ripped or torn blue jeans are not permitted. Hats and ball caps will not be worn in the police vehicle. Participants are not permitted to wear "police like" clothing; however, BLET attire is acceptable. The Squad Captain or field supervisor may refuse a ride along to anyone not properly dressed.
2. Off-duty members of this department or any other law enforcement agency will not be permitted to ride-along with on-duty officers without the expressed consent of the Squad Captain. In the event that such a ride-along is permitted, the off-duty employee shall not be considered on duty and shall not represent themselves as a peace officer or participate in any law enforcement activity except as emergency circumstances may require.

G. Ride-along Criminal History Check

1. All Ride-along applicants are subject to a criminal history check. The criminal history check may include a local records check and a Department of Justice Automated Criminal History System check through DCI prior to their approval as a ride-along with a law enforcement officer (provided that the ride-along is not an employee of the Kinston Police Department).

H. Officer's Responsibility

1. The Officer should advise the dispatcher that a ride-along is present in the vehicle before going into service. Officers shall consider the safety of the ride-along at all times. Officers should use sound discretion when encountering a potentially dangerous situation, and if feasible, let the participant out of the vehicle in a well-lighted place of safety. The dispatcher will be advised of the situation and as soon as practical have another police unit respond to pick up the participant at that location. The ride-along may be continued or terminated at this time.
2. The Administrative Assistant or designated person is responsible for maintaining and scheduling all ride-along participants.

I. Control of Ride-along

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1. The assigned employee shall maintain control over the ride-along at all times and instruct him/her of the conditions that will limit their participation. These instructions should include:
 - a. The ride-along will follow the directions of the officer,
 - b. Camera and tape recorders are NOT allowed to be carried on ride-alongs,
 - c. The ride-along will not become involved in any investigation, handling of evidence, discussions with victims or suspects, or handling any police equipment,
 - d. The ride-along may terminate the ride at any time.
 - e. The officer may return the observer to the station if the ride-along interferes with the performance of the officer's duties,
 - f. The ride-along may be allowed to continue riding during the transportation and booking process provided this does not jeopardize their safety,
 - g. Officers will not allow any ride-along to be present in any residences or situations that would jeopardize their safety or cause undue stress or embarrassment to a victim or any other citizen,
 - h. Under no circumstance shall a civilian ride along be permitted to enter a private residence with an officer without the expressed consent of the resident or other authorized person.
 - i. The ride-along is prohibited from being armed, driving a police vehicle, participating in pursuits (see H, 1 above), accompanying officers during "high-risk" encounters, accompanying officers inside homes on search warrants and assisting with domestic violence encounters.