



Dear Student:

The training will take place at the Kansas Highway Patrol Academy at 2025 E Iron in Salina, KS. Class starts at 0800 on Monday morning. **Dress for the class is your Department issued uniform.** For self-defense class you may bring sweats/workout pants (no shorts allowed), t-shirt without logos or lettering unless it is your Department's issued t-shirt and gym shoes. You will not be required to participate in the physical part of the self-defense classes if you are physically unable to do so. But, you will still be expected to attend and observe the class.

If you are staying at the dorms, they are located on the same campus the training will be held. You may check into the dorms between **1700 and 1800** on the Sunday before the class. You may also check in on Monday by getting with one of the instructors before class starts. Bedding, towels and washcloths are provided by the academy. Any other items you might need you will need to bring with you. Some items attendees may want to bring are; hygiene items, an extra blanket (in winter), alarm clock and shower shoes. There is wireless internet available and access to a gym.

If staying at the dorms, meals are included in the price of the room. Three meals a day are provided Monday through Thursday. On Friday only breakfast and lunch will be served.

If for some reason you need to cancel coming to the class PLEASE let us know ASAP by contacting Lt Graham at the phone number below. If there happens to be bad weather and there might be a chance for the KJA for cancelling the class your agency will get a call letting you know it has been cancelled. You may contact Lt Graham to inquire also. We will also post it on the KJA website (kansasjailassociation.org). If no call is received or nothing posted on the website then the class has not been cancelled.

KJA BASIC JAIL ACADEMY CLASS INFORMATION

A 40 hour course geared toward teaching the basics of working in a Jail. Topics we go over are:

- * ETHICS
- * REPORT WRITING
- * USE OF FORCE
- * INSTITUTION SECURITY
- * LEGAL ISSUES
- * BASIC SELF DEFENSE
- * INMATE SUPERVISION
- * CON GAMES INMATES PLAY
- * SUICIDE PREVENTION
- * SPECIAL NEEDS FOR INMATES
- * INTERPERSONAL COMMUNICATIONS

KJA BASIC JAIL ACADEMY COSTS:

Class COST OF ACADEMY: \$75.00 PER STUDENT (Paid to KJA)

Room and Food COST OF ROOM AND MEALS AT KHP CAMPUS: \$50.00 PER STUDENT PER NIGHT (KHP will bill your agency) (Sunday supper and Friday supper are not included)

LUNCH COST FOR STUDENTS NOT STAYING AT THE ACADEMY: \$10.00 / Day (KHP will bill your agency)

DIRECTIONS TO ACADEMY:

If coming from the east on I-70, take **exit 253** (Ohio St.). Turn left onto Ohio St. for **2.9 miles** (might be under construction). Turn left onto Iron Ave. for **0.7 miles**. You are at **2025 E. Iron Ave.**, Salina, KS. The academy is on the left.

If coming from the west on I-70, take **exit 253** (Ohio St.). Turn right on Ohio St. for **2.9 miles** (might be under construction). Turn left onto Iron Ave. for **0.7 miles**. You are at **2025 E. Iron Ave.**, Salina, KS. The academy is on the left.

If coming from the north on I-35, take **exit 95A** to I-70, to **exit 253** (Ohio St.), turn right onto Ohio St. for **2.9 miles** (might be under construction). Turn left onto Iron Ave. for **0.7 miles**. You are at **2025 E. Iron Ave.**, Salina, KS. The academy is on the left.

If coming from the south on I-35, turn east (right) on I-70, then **exit 253** (Ohio St.), turn right onto Ohio St. for **2.9 miles** (might be under construction). Turn left onto Iron Ave. for **0.7 miles**. You are at **2025 E. Iron Ave.**, Salina, KS. The academy is on the left.

CONTACT:

Lt. Lisa Graham from Saline County will be your contact.

Fax: 785-826-6514

Email: lisa.graham@saline.org

Address: 251 N 10th St Salina, Ks 67401

Phone: 785-826-6500 Ext 147 or 785-826-8997