

# RIDE ALONG PROGRAM GUIDELINES

## DEFINITION AND POLICY

The ride-along program is designed to allow new applicants desiring to become firefighters an opportunity to see exactly what that entails in our department. The following guidelines MUST be adhered to:

1. Waiver of liability must be signed and turned in to Kim Matthews immediately along with all other paperwork that was given to the applicant thus far.
2. No weapons, anything that may be used as a weapon, handcuffs, or other equipment (such as flashlights, etc.) may be carried while riding.
3. No uniform or clothing similar to the Town of Apex Fire Department uniform may be worn while riding.
4. The dress code will be business casual. Men may wear knit collar shirts as may women. No denim will be acceptable. There are no exceptions. Anyone who, upon arrival, is not adhering to the dress code will be sent home and may return when their dress is appropriate.
5. Ride-along days are weekdays (Monday – Friday) from 6:00 p.m. to 10:00 p.m. and weekends (Saturday – Sunday) from 10:00 a.m. to 10:00 p.m.
6. The ride-along applicant will be assigned to a “mentor” which will eventually be his/her officer. This “mentor” will be responsible for teaching the applicant “the ropes”.
7. There will only be one (1) person allowed to participate in the program at a time on any given day or specified time. The date and time should be worked out between the mentor and applicant. If there is a scheduling conflict between the mentor and the applicant, the applicant may ride with the full-time staff at Station 3.
8. There will be a 24-hour ride time requirement for all applicants that have not had any or minimal fire service experience. Any exceptions may be granted by the on-duty Fire Commander or Fire Chief. Ride time should be completed within a three month time period.
9. If the applicant’s safety is in danger at any time during his/her ride time, the engine company will take the applicant to a safe place where arrangements will be made to pick them up and bring them back to the

station. Endangering the applicant unnecessarily will not be permitted. Dangerous situations include, but are not limited to: shootings, dangerous/reckless driving, and domestic situations.

10. The applicant may not under any circumstances participate in any activities as outlined in the release and activities log. This program is for observation only.
11. The on-duty Fire Commander and volunteer officer are to ensure that all proper authorizations and releases are on file **PRIOR** to the applicant being allowed to ride.
12. It will be the responsibility of the officer to make sure that the rider is aware of all Town of Apex Fire Department rules and regulations.
13. The safety of the applicant is the responsibility of the on-duty officers (Fire Commanders and/or Captains). If at any time the officer(s) feel that the applicant is in danger and/or not adhering to Department rules and regulations, they may send the applicant home. However, this action must include a written explanation to the applicant's mentor and Fire Chief. A copy will also be mailed to the applicant.
14. All forms that have been completed need to be turned in to Kim Matthews at Station 3.
15. If at any time the applicant feels that he/she cannot physically and/or mentally handle the job requirements they may notify our office and their application will be pulled with no further obligation from either our department or the applicant.
16. There is a three month time frame in which all of the pre-acceptance requirements must be met. If this does not occur, then the application will be pulled without further communication with the applicant.