



GUYANA POLICE FORCE ACADEMY

TERMINATION OF ENROLLMENT POLICY

1. BACKGROUND

1.1. The foundation of any reputable police academy rests upon the principles of discipline, integrity, and a commitment to producing highly skilled and ethically sound law enforcement professionals. To ensure the preservation of these principles, the Guyana Police Force Academy developed a comprehensive Termination of Enrolment Policy. This policy is essential to maintaining the integrity of our training programs, safeguarding the reputation of our academy, and upholding the highest standards of professionalism.

- **Preservation of Academy Standards:** The Guyana Police Force Academy is dedicated to maintaining rigorous standards of conduct, discipline, and professionalism. The Termination of Enrolment Policy is crafted to ensure that all recruits meet and adhere to these standards throughout their training.
- **Public Trust and Reputation:** The public places immense trust in law enforcement officers, and Guyana Police Force Academy recognizes the significant responsibility of training individuals who will carry this trust into their careers. The policy is designed to uphold the reputation of the academy and instill confidence in the community.
- **Safety and Security:** The safety and security of all individuals within the academy environment are paramount. The Termination of Enrolment Policy addresses situations that may compromise the safety, well-being, or cohesion of the academy community.
- **Legal Compliance:** The Guyana Police Force is committed to upholding all applicable laws and regulations in the context of training law enforcement professionals. The policy ensures compliance with legal requirements governing the termination of enrolment.
- **Commitment to Excellence:** The termination policy underscores the Guyana Police Force's commitment to excellence in law enforcement training. It serves as a tool to ensure that only those individuals who demonstrate the highest levels of commitment, discipline, and ethical behaviour continue through the academy programs.

2. OBJECTIVES

2.1 The objectives of this policy are as follows:

- **Upholding Academy Standards:** Ensure that termination of enrolment is employed to maintain and uphold the rigorous standards of conduct, discipline, and professionalism expected from all recruits at the Guyana Police Force Academy.
- **Preserving Public Trust:** Safeguard the trust and confidence that the public places in law enforcement professionals by employing termination measures, when necessary, thus maintaining the academy's commitment to producing individuals of the highest ethical and moral standards.
- **Ensuring Safety and Security:** Prioritize the safety and security of all individuals within the academy environment by implementing termination measures in situations where a recruit's actions may compromise the well-being, cohesiveness, or overall security of the academy community.
- **Legal Compliance:** Ensure strict adherence to all applicable laws and regulations governing the termination of enrolment, thereby upholding the legal standards required for training law enforcement professionals.
- **Promoting Academic Excellence:** Reinforce the importance of academic excellence as a fundamental component of law enforcement training, terminating enrolment for recruits who fail to meet the academic requirements established by the Guyana Police Force Academy.
- **Emphasizing Professionalism and Integrity:** Strengthen the commitment to professionalism and integrity within the law enforcement profession by employing termination measures for recruits engaging in conduct that compromises these core values.
- **Addressing Behavioural and Conduct Standards:** Clearly define and address behavioural and conduct standards within the termination policy, ensuring that recruits who violate these standards are subject to appropriate consequences.
- **Addressing Legal and Ethical Violations:** Effectively address and respond to violations of local, state, or federal laws, as well as ethical breaches, through the termination of enrolment process.
- **Providing Due Process:** Establish a fair and transparent review process that provides recruits with the opportunity to present their case before any final decision on termination is made, ensuring due process is upheld.
- **Maintaining Accountability:** Reinforce a culture of accountability within the police academy, where recruits are held responsible for their actions, and termination serves therefore for serious violations.

- **Ensuring Fairness and Consistency:** Strive for fairness and consistency in the application of the termination policy, treating all recruits equitably and without bias, while also considering individual circumstances and the severity of the violation.
- **Providing an Appeals Process:** Establish an appeals process that allows recruits the opportunity to seek reconsideration of termination decisions based on valid grounds, ensuring a balance between accountability and fairness.
- **Continuous Improvement:** Regularly review and update the Termination of Enrolment Policy to align with evolving laws, industry best practices, and the changing needs of law enforcement training, fostering a commitment to continuous improvement.

By achieving these objectives, the Guyana Police Force Academy aims to maintain the highest standards in law enforcement training, promote a culture of accountability, and produce graduates who exemplify the values of discipline, integrity, and professionalism.

3. POLICY STATEMENT

3.1 The Guyana Police Force Academy is committed and dedicated to fostering an environment that cultivates the highest standards of professionalism, discipline, and ethical conduct among our recruits. The Termination of Enrolment Policy serves as a foundational element in achieving these standards and upholding the reputation and integrity of our academy.

4. SCOPE

4.1 Termination Categories:

- **Academic Performance:** A recruit may face termination if they consistently fail to meet the academic requirements set forth by the Guyana Police Force Academy. Academic progress will be closely monitored, and intervention strategies may be employed before termination is considered.
- **Behavioural and Conduct Standards:** Violations of behavioural and conduct standards, as outlined in academy guidelines, may result in termination. This includes actions that compromise the safety, well-being, or cohesion of the academy community.
 - b. Any police rank found in violation of Police Standing Order 12 and or the Police Discipline Act Cap. 17:01 section 4 shall face termination from the academy.
- **Legal and Ethical Violations:** Any person found to be in violation of local laws or engaging in unethical behaviour, may face termination. This ensures that individuals who do not adhere to legal and ethical standards are not permitted to continue in the program.

4.2 Termination Process:

- **Initial Assessment:** Upon the identification of concerns related to academic performance, behaviour, or other issues, an initial assessment will be conducted by academy staff.

- **Notification and Counselling:** Recruits facing potential termination will be promptly notified of the concerns. They will have the opportunity to meet with academy staff for counselling and to discuss strategies for improvement.
- **Probationary Period:** In certain cases, recruits may be placed on probation with specific conditions for improvement. Failure to meet these conditions may lead to termination.
- **Review Committee:** A review committee, consisting of academy administrators and instructors, will convene to thoroughly assess the circumstances leading to potential termination. This committee will consider all available information, including statements from the recruit.
- **Decision:** The review committee will make a decision regarding termination based on the severity of the issues and the recruit's response to intervention efforts. The decision will be communicated to the recruit promptly.
- **Appeals Process:** Recruits have the right to appeal a termination decision. The appeals process will involve a fair and impartial review, providing the recruit an opportunity to present their case.

4.3 Confidentiality:

All matters related to termination, including the initial assessment, counselling sessions, and review committee deliberations, will be treated with the utmost confidentiality, respecting the privacy of the individuals involved.

4.4 Continuous Improvement:

The Guyana Police Force Academy is committed to continuous improvement in its training programs. The Termination of Enrolment Policy will be periodically reviewed and updated to align with evolving laws, industry best practices, and the changing needs of law enforcement education.

By adhering to the principles outlined in this Termination of Enrolment Policy, the Guyana Police Force Academy aims to maintain the highest standards in law enforcement training and produce graduates who embody the values of discipline, integrity, and professionalism.

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5. COMPLIANCE AND ENFORCEMENT

5.1 The Force Training Officer and middle management will ensure strict compliance of this policy in accordance with the Police Standing Order, Laws of Guyana, local and international accreditation standards and best practices. Further, and the Quality Management Committee will ensure this policy is enforced.

6. REPORTING AND COMMUNICATION

6.1 the Force Training Officer will report to the Training Board, Quality Management Committee, and the Executive Leadership Team.

7. EFFECTIVE DATE

7.1 This policy comes on September 18, 2023.

8. REVIEW PERIOD

8.1 A review of this policy will be conducted annually. The review will be conducted by the Training Board. The results of the review will be shared with the relevant stakeholders and necessary changes to the policy will be implemented based on the review.

9 REVISION DATE

9.1 Revised in January 2024.

10. APPROVAL OF POLICY

This Policy was approved by the Guyana Police Force Executive Leadership Team and the Guyana Police Force Academy Training Board.