

WINTER HAVEN POLICE DEPARTMENT

GENERAL ORDER 33.4

SCENARIO/REALITY BASED TRAINING

ACCREDITATION STANDARDS: (NONE)

EFFECTIVE DATE: March 25, 2019

**RESCINDS: G.O. 33.4 March 25, 2019 and all applicable Amended/Temporary Orders
prior to June 25, 2025**

LAST REVISED DATE: June 25, 2025

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This General Order contains the following numbered sections:

- I.** Range Master/Lead Instructor/Training Safety Officer
 - II.** Simunition/Reality Based Training
 - III.** Review and Risk Assessment
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POLICY

It shall be the policy of the WHPD to provide safe practical exercises or scenario-based training and reality base training to all employees. It shall be the responsibility of the Chief of Police or designee to ensure compliance with this policy.

PURPOSE

The purpose of this General Order is to establish procedures and responsibilities for all practical exercises, scenario-based training and reality based training.

SCOPE

This General Order shall apply to all Department members.

PROCEDURE

- I. Range Master/Lead Instructor**
 - A.** The Range Master and/or Lead Instructor shall appoint a Training Safety Officer (TSO) who shall be responsible for ensuring that all practical exercises, scenario-based training (SBT) and reality based training (RBT) in their respective classes complies with the following criteria.

- B. Scenario-based training and practical exercises shall be designed to provide a meaningful and safe learning environment for the student.
- C. All WHPD instructors, role-players, and students are prohibited from possessing a weapon capable of firing live ammunition as a training device. Members participating in live firearms training, firearms demonstration, and Firearms Instructor training are exempt.
- D. All persons selected or delegated to be a role-player at WHPD shall be thoroughly briefed regarding safety prior to performing role-playing activity.
- E. A Criminal Justice Standards and Training Commission (CJSTC) approved instructor shall be present at all times during performance testing or any other scenario-based training exercises. Both the Range Master and/or Lead Instructor shall approve the use of outside personnel prior to their participation or presence during training exercises.
- F. Students and instructor/evaluators shall be thoroughly briefed by the Range Master and/or Lead Instructor regarding safety considerations before beginning any scenario-based training.
 - 1. The Range Master and/or Lead Instructor shall be responsible for ensuring that all performance testing or any scenario-based training exercises conducted in their respective classes complies with the following criteria:
 - a. Lesson plan guidelines shall be in writing, focus on the scenario-based training exercise and safety issues.
 - b. Scenario based training shall be designed to provide a safe learning environment for the student.
 - c. Lesson plans/guidelines shall be established and made available to instructors responsible for practical testing or scenario-based training, if applicable.
- G. Performance measures based on performance objectives shall be established.
- H. Strict observance of safety rules shall be required in order to maintain realism and prevent horseplay.

II. Simunitions/Reality Based Training

- A. Prior to participation in any RBT exercise, all participants must read and sign the lesson plan.
- B. At least one instructor will possess a police radio and/or access to a cell phone or landline in order to be able to call for medical assistance if needed.
- C. A handheld metal detector as well as a physical search of each participant will be conducted by the training safety officer prior to beginning any RBT. This will include the exercise controller, training safety officer, role players, observers and students.
- D. Before the training, the Training Safety Officer will conduct a safety briefing with all participants and instructors and will include location of the nearest hospital in the event of an emergency as well as the following:

1. The four basic safety rules for firearms as they relate to Reality Based Training;
 - a. Treat all guns as loaded.
 - b. Keep your finger off the trigger until you decide to fire.
 - c. Point the muzzle in a safe direction at all times, treating the muzzle as if it is a laser gun with the beam always on. Whatever the laser beam touches it goes through, and
 - d. Be sure of your target, backstop and beyond.

- E. All RBT exercises will be conducted in an area where there is no risk to the public. Instructors will monitor public approach and training will cease should the public encroach on the safety area.

- F. Two highly visible signs stating that "Law Enforcement Training in Progress" will be positioned to warn non-participants attempting to enter the training area.

- G. During the safety briefing officers will receive lecture on safety rules for RBT.
 1. Cover all four (4) basic firearms safety rules.
 2. RBT can result in injury or death if not used responsibly and in compliance with safety rules.

- H. Prior to RBT exercises all participants will be checked by the Range Master/Lead Instructor and/or the Training Safety Officer for the following;
 1. Firearms
 2. Knives
 3. Ammunition
 4. Firearms magazines, or
 5. Any other weapons, implements or devices that may be harmful during training.

(NOTE: If any of the above items are located, they will be secured away from the training environment in a manner designated by the Training Safety Officer (TSO). Under no circumstances will any of the above items be introduced, possessed, or displayed in or near the training environment. Once searched high visibility tape will be worn to signify that they have been cleared, the color will be identified in the safety briefing.)

- I. If during RBT there is a break or pause where students or instructors are allowed outside of the designated **Safety Zone**, they will again be checked. Upon leaving the students will be required to remove the high visibility tape, which is a **Safety Clearance Indicator**, signifying that they will need to be researched upon reentry to the training area. These breaks will include individual breaks or collect breaks, regardless of their

nature. Students wishing to take individual breaks will first receive permission to leave the training area from the Range Master or TSO. **They will be advised to report directly back to the Range Master or TSO prior to reentry into the training area.** No designated simunition firearms or marking cartridges will be removed from the safety area.

- J. The designated simunition firearms will be inspected, loaded and assigned by the Range Master or TSO. Students will not handle or disseminate the firearm without being directed by the Range Master or TSO. Students will not be allowed to load ammunition into magazines under any circumstances. The only time that students will be allowed to manipulate magazine into the firearm is when a malfunction occurs or while the student is reloading as a result of being engaged in a deadly force encounter.
- K. Prior to the beginning of training, instructors will designate an audible indicator that will signal “all training and activity is to stop.” This audible indicator can be any type of device that is readily audible over ambient noise. Such devices may include **air horns** or **whistles**. The type of devices designated will be tested in the presence of the students so that they may familiarize themselves with the sound. The words “**cease fire**” may also be employed by any participant who feels their safety or that of another is in jeopardy.
- L. All persons involved in RBT exercises will be equipped with head, face, chest, neck, and groin protection. The protective equipment will be in place at all times during active training exercises. In addition, any personnel in the immediate area that are not actively involved in the exercises are required to, at a minimum, wear protective eye glasses.
- M. Students will be instructed that the minimum distance of engagement for RBT is six (6) feet. This includes the discharge of firearms at persons or objects. Students shall be advised that at no time are they to directly aim at a person’s head, neck or groin area. The designated point of aim will be the center of the chest; however, under barricaded circumstances there will be times where there are limited areas of engagement such as legs and arms, which are acceptable.
- N. Students who have been cleared as a safe participant by the TSO will be given a visual implement to be worn at all times (**safety clearance indicator**). If the student leaves the safety area, the safety indicator will be removed and only replaced after another safety inspection has been conducted by an instructor or the TSO. A hand-held metal detector, as well as physical search of each person, will be conducted on all participants. This will include the XO, TSO, Role Players, Observers and students.
- O. After each exercise instructors will assess students for any injuries. Any student sustaining an injury will report it to an instructor as soon as possible.
- P. An approved first aid kit will be on scene during all exercises, including safety briefings.

- Q.** At the conclusion of training, all weapons and magazines will be accounted for by the TSO.
- R.** Students will sign the Winter Haven Police Department in service training sheet verifying they have read and understand the waiver and safety procedures.

III. Review and Risk Assessment

- A.** Upon completion of each practical exercise, SBT, or RBT instructors debriefing and student input shall be utilized.
- B.** Any conditions deemed to be a safety hazard shall be cause for immediate suspension of any practical exercise or scenario-based training. If there are any safety problems during training, the lead instructor shall be responsible.
- C.** Any student, role-player, or instructor shall have the authority to suspend any practical exercise or scenario-based training if an unsafe condition is identified.



APPROVED

**Vance Monroe Jr.
CHIEF OF POLICE**