



NORTH CAROLINA JUSTICE ACADEMY

TREVOR ALLEN, DIRECTOR

WELCOME

We are pleased that you are here to participate in criminal justice training. We hope that your stay will be pleasant and that the instruction will be beneficial to you.

Please come to the residence hall staff with any comments, suggestions or questions you have about the Academy services. We are here to help you.

The residence office is open all day Monday - Thursday and closes at 5 pm on Fridays.



TABLE OF CONTENTS

1. Check-Out & Housekeeping
2. Wi-Fi Information
3. Campus Map
4. Campus Services
5. Rules & Regulations
6. Emergency & Safety
7. Recreation
8. Channel Guide





RESIDENCE HALL CHECKOUT PROCEDURES

Used sheets and pillowcases should be removed from bed and placed at the foot of the bed.

Blankets and bedspread should be folded and placed on the bed.

Mattress pad should be left on the bed.

Wet linens should be placed on the tile floor near the sink.

Return key to Residence Hall counter.

Late checkouts must be approved by Residence Hall Manager or Assistant.

A large circular graphic with a thick border. The border is divided into four segments: two orange and two dark blue. In the center of the circle, the word **CHECKOUT** is written in bold, black, sans-serif capital letters.

CHECKOUT

**Checkout Time is
8:00 a.m.**

HOUSEKEEPING

The housekeeping staff will go into the students rooms to clean, unless requested otherwise.

Housekeeping staff will clean the bathroom daily.
Please do not put signs of any kind on our walls in the residence hall rooms.

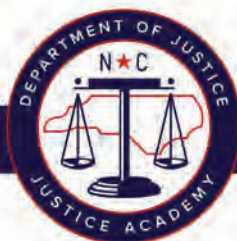
The housekeeping staff will place towels and washcloths in your rooms daily.



INTERNET ACCESS

Internet access is provided via wireless connections and the password can be received from the residence hall office or at the Learning Resource Center desk.

Internet access on campus is provided free with the stipulation that users consent to the North Carolina Department of Justice Internet Use Policy.



CAMPUS MAP

GYMNASIUM - 207 Faculty St.

(Gym Hours: Mon - Thurs: 5pm - 10pm)
Classroom 10, Forensics Lab, Crime Apartment, Jail Cell,
Running Track, Mat Room, Weight Room, Locker Rooms

MAINTENANCE - 205 Faculty St.

LEARNING RESOURCE CENTER - 204 Faculty St.

AV, Classrooms 12-14 & 16, Computer Lab 15
SUPPORT SERVICES & BOOKSTORE - 203 Faculty St.
Bookstore (Hours: Mon - Thurs: 7:30am - 5:00pm,
Fri: 7:30am - 4:00pm) Deputy Director of Campus
Operations, Accounting, Graphics, I.T., Print Shop,
Purchasing, Registration, Shipping/Receiving, Student
Records, Video Production

ROYAL - 202 Faculty St.

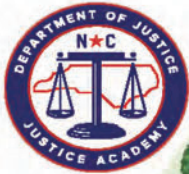
Classrooms 4-8, Computer Lab 9

OUTSIDE AGENCY BLDG. - 201 Faculty St.

RESIDENCE HALL B - 102 Faculty St.

RESIDENCE HALL A - 103 Faculty St.

Ice Machines: Residence Hall A:
in the breezeway on the courtyard
Residence Hall C: first floor in
the vending area of the lobby



RESIDENCE HALL C - 200 W. College St.

Campus Operations, Housing Office, Security Office

PRECISION DRIVING TRACK - 201 W. College St.

FIRING RANGE BLDG. - 303 W. College St.

ADMINISTRATION - 105 N. Fayetteville St. Council Room, Training
and Legal Sections

ADMINISTRATION ANNEX - 103 N. Fayetteville St. Director, Deputy
Director of Training, Training Section

BLANCHARD STUDENT CENTER - 107 N. Fayetteville St.

JONES AUDITORIUM - 201 N. Fayetteville St.

Auditorium, Telecommunications Simulator, Use of Force Simulator,
Classrooms 1-3

Student Parking

ATM Cash Points

Grill

Law Enforcement Officers' Memorial



WASHER/DRYERS

Washers and Dryers are located on the first floor of Residence Hall C.

CAMPUS SERVICES

BOOKSTORE:

The Academy Bookstore is open Monday – Thursday 7:30 a.m. to 5 p.m. and Friday 7:30 a.m. to 4 p.m.

CAFETERIA:

The cafeteria serves breakfast Monday – Friday 6:45 a.m. to 8:15 a.m., and lunch 11:30 a.m. to 1:15 p.m. Dinner is served Monday - Thursday 4:30 p.m. - 6 p.m.

CAMPUS SECURITY:

The campus security office is located in the lobby area of Residence Hall C.

A security officer is on duty from 6 p.m. until 6 a.m. Monday -Friday.

Hours vary on weekends and holidays. All police reports and emergency assistance requests should be made to the campus security officer.

LEARNING RESOURCE CENTER

The Learning Resource Center is open to students from 8 a.m. to 5 p.m.

Monday – Thursday, and 8 a.m. to 5 p.m. on Fridays.

Please see our staff for any help with reference materials, computer access, and book check out.

LOST & FOUND

Lost & found is located in Residence Hall C. Found items will be held for 30 days.

Please let us know as soon as possible if you left something in your room.

RULES AND REGULATIONS

All students must be constantly aware that their conduct both at the Academy and in the community is reflective not only of themselves but of the agency they work, the Justice Academy, and Department of Justice.

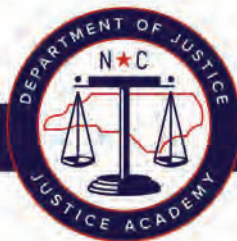
Model conduct is particularly important in the residence halls where the rights of others to an environment conducive to study and rest are paramount.

1. No Pets are allowed in residence hall rooms
2. Incense is prohibited.
3. Quiet hours are enforced between 11 p.m. to 6 a.m.
4. Disruptive conduct shall include, but will not be limited to the following:
 - a. Loud and disorderly behavior
 - b. Intoxication or any use of illegal drugs
 - c. Malicious, reckless or deliberate damage to Academy or personal property
 - d. Failure to comply with requests from campus security or residence hall staff
 - e. Public display and consumption of alcoholic beverages in other than designated areas. Designated areas for display and consumption that are not open to the general public are:
 - (1) The residential area which includes residence hall rooms, Residence Hall lounges, courtyard and breezeways
 - (2) Alcohol consumption or display is prohibited in the cafeteria and gymnasium. Alcohol outside residence rooms shall be in a cup only
 - f. Violation of North Carolina law.
 - g. No hazing or other dangerous behaviors.
 - h. Disrespect towards Academy staff
 - i. Any other conduct deemed disruptive by the Director or Academy staff.
5. Harassment of any unkind will not be tolerated. Any student who has a complaint should report the problem to the instructor of the course or the manager of the training department which the course is offered. If the incident occurs after hours, report to the campus security officer.
6. Disruptive conduct may result in removal from campus and will be reported to the respective agency.

WEAPON POLICY

Sworn Law Enforcement Officers are allowed to possess and carry their agency authorized handgun while on campus according to law. When doing so, you are required to have your badge of office displayed. When you are not wearing your weapon it should be secured in your vehicle or Residence Hall room safe. Leaving your weapon unattended or unsecured is against policy.

Any student or sworn personnel who are in violation of this policy will be dismissed from The Academy and their agency will be notified. Serious violations could result in other actions as authorized by North Carolina State law.



SALEMBURG REGION EMERGENCY MEDICAL FACILITIES

Hospitals

Sampson
Regional
Medical Center

607 Beaman St.
Clinton, NC 28328

910-592-8511

Betsy
Johnson
Hospital

800 Tilghman Dr
Dunn, NC 28334

910-892-1000

Cape Fear
Valley Medical
Center

1638 Owen Dr.
Fayetteville, NC 28303

910-615-4000

Urgent Care

Sampson
Convenient Care

1004 Beaman St
Clinton, NC 2832

(910-592-9113

Simple Clinic

1515 Sunset Avenue
Clinton, NC 28328

(910)-491-4530

Simple Clinic

340-B North East Blvd.
Clinton, NC 28328

(910)-596-0093

FIRE ALARMS

Fire alarm pull switches are located near the stairs at each end of each floor. In case of fire, pull the nearest alarm and exit the building.

FIRST AID

First aid supplies are located throughout campus.

All injuries and illnesses should be reported to the residence hall staff or security staff at once.

Necessary coordination of transportation to and from the hospital will be provided by the Residence Hall staff.

RECREATION

The Academy's Blanchard Student Center hours of operation are 6 p.m. on Sunday until 5 p.m. on Friday.

The Academy has a Student Center which has pool tables, video games, television, vending machines, refrigerators, and microwaves.

The gymnasium include weight training and basketball.

The gymnasium's hours of operation are 5 a.m. to 10 p.m. Monday-Thursday.

Please observe all rules posted in these facilities.

Grills are located at residence halls A and B for your convenience.

Please do not store personal grills in your residence hall rooms.

CHANNEL GUIDE

2 WLFL (CW)	34 USA Network	64 Fusion	924 Party Favorites
3 Inspiration	35 Lifetime	65 TBN	925 Teen
4 WUNU (UNC TV)	36 Freeform (ABC Family)	66 Bravo	926 Kidz Only!
5 WRAL (NBC)	37 CNBC	67 DIY	927 Toddler Tunes
7 WNCN (CBS)	38 Discovery	68 RFD TV	928 Y2K
8 WRAZ (FOX)	39 Cartoon Network	69 E!	929 90s
9 WGNA	40 Nickelodeon	70 Headline News	930 80s
10 WRDC	41 MTV		931 70s
11 WTVB (ABC)	42 A&E	Music Choice Channels	932 Solid Gold Oldies
12 WRAL (COZI)	43 VH1	903 Hit List	933 Pop Country
14 Education Access	44 BET	904 Pop Rhythmic	934 Today's Country
15 Government Access	45 History	906 MCU	935 Country Hits
16 Public Access	46 Fox News Channel	907 Hip-Hop R&B	936 Classic Country
17 WRAZ 2 (Me TV)	47 Fox Sports SE	908 RAP	937 Contemporary Christian
18 C-Span	48 CMT	909 Hip-Hop Classics	938 Pop Latino
19 QVC	49 DayStar	910 Throwback Jamz	939 Musica Urbana
20 HSN	50 OWN	911 R&B Classics	940 Mexicana
21 WLFL (Stadium)	52 Travel Channel	912 R&B Soul	941 Tropicales
23 TBS	53 HGTV	913 Gospel	942 Romances
24 Weather Channel	54 MSNBC	914 MC Reggae	943 Sounds of the Seasons
25 CNN	55 Food Network	915 Rock	944 Stage & Screen
26 FX	56 Comedy	916 Metal	945 Soundscapes
27 TNT	57 Disney Jr.	917 Alternative	946 Smooth Jazz
28 ESPN	58 Animal Planet	918 Adult Alternative	947 Jazz
29 ESPN 2	59 Hallmark	919 Rock Hits	948 Blues
30 ESPN U	60 SyFy	920 Classic Rock	949 Singers & Swing
31 ESPN Classic	61 TV Land	921 Soft Rock	950 Easy Listening
32 AMC	62 The Learning Channel	922 Love Songs	951 Classical Masterpieces
33 Disney	63 National Geographic	923 Pop Hits	952 Light Classical

