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| **Central Shenandoah Criminal Justice Training Academy** |
| **Firearms** |

1. **Range Conduct**
   1. There will be no talking on the firing line except by instructors or students seeking advice from a firearms instructor.
   2. There will be no smoking on the firing line at any time
   3. There will be no consumption of alcoholic beverages (or any other intoxicants) before coming to the range or while on the range.
   4. Horseplay, disruptive behavior, or refusal to obey the range instructors will not be tolerated.
   5. No student will exit the firing range training site or firing line without permission from a firearms instructor. Accountability is of the utmost importance.
2. **Range Procedures**
   1. The following range instructors will be present while basic firearms classes are being conducted.
      1. Lead instructor
      2. Safety instructor (not mandatory, but recommended)
      3. One Line Instructor per 3 students firing
   2. The following equipment shall be utilized at all times by each student and instructor.
      1. Eye protection
      2. Hearing protection (sonic earplugs acceptable)
      3. Head gear (optional but recommended)
      4. Protective vest
3. **Range Instructors Duties**
   1. **Lead instructor**
      1. Is responsible for the overall operation of the firing range
      2. Instructs the course of fire for each phase of firearms training
      3. Assigns line instructors and safety instructor
      4. Opens the range and insures all required range equipment is present at training site.
      5. In the absences of a safety instructor performs safety instructor’s duties or assigns a line instructor the duties.
   2. **Safety Instructor**
      1. Conducts range safety briefing
      2. Inspects all weapons and students immediately after safety briefing for any possible equipment safety violations or faulty equipment.
      3. Observes students and instructors during range firing for any possible safety violation
      4. Provides relief for any instructor if needed.
      5. Inspects all weapons and students prior to exiting the firing range. i.e. Emergencies, Lunch break, Dinner break, completion of training.
      6. Assist lead instructor as needed.
   3. **Line Instructor**
      1. Assist safety instructor with student inspections
      2. Alert for safety violations at firing range
      3. Evaluates/assists student with shooting skill problems
      4. Relays lead instructor’s commands
      5. Alerts lead instructor to status of firing line
      6. Assist lead instructors as needed.



Central Shenandoah Criminal Justice Training Academy

RANGE OPERATIONS & SAFETY RULES

1. Range Control
2. Firearms Instructors are responsible for the safety of all personnel on the firing range.
3. In the interest of safety, the strictest discipline will be maintained at all times while on the range. Carelessness, horseplay, or safety violations will not be tolerated.
4. All personnel entering the range are under the direct supervision of the firearms instructors.
5. All weapons will be unloaded, clean, and prepared for inspection prior to entering the classroom and range facility.
6. All personnel present will be expected to obey all safety rules and range commands instantly.
7. Range Safety
8. Safety Briefing
9. A safety briefing will be given to all personnel present at the beginning of each training day and prior to each different course of fire.
10. Range safety rules will be handed out and thoroughly explained to all personnel prior to beginning any training.
11. All personnel will be expected to obey all range safety rules without question.
12. Violations of safety rules may result in removal from the range and/or administrative disciplinary action.
13. Safety briefing should include a thorough explanation of the following:
14. All range safety rules
15. All courses of fire to be covered
16. Type of weapon to be used
17. Left and right limits of fire
18. Targets to be engaged
19. Number of rounds to be fired
20. Location of bathrooms and emergency equipment
21. Safe area location
22. Range commands

• Shooters on the line

• The first course of fire is

• Is the firing line ready

• Ready on the right

• Ready on the left

• The line is ready

• Fire (whistle)

• Cease fire (whistle)

1. Range Safety Rules
2. The strictest discipline must be maintained at all times on the firing ranges in order to prevent accidents and injuries.
3. Anyone observing an unsafe act of condition will give the command to cease fire.
4. Treat every weapon as if it were loaded.
5. No firing is allowed on the range unless a firearms instructor is present.
6. Only authorized firearms and ammunition will be used
7. Obey all range commands instantly. Do not anticipate.
8. Load only on the command of the instructor.
9. No one will go forward of the firing line until it has been cleared by the lead instructor. This includes the picking up of miscellaneous equipment.
10. Eye and ear protection is required
11. Handguns are to remain holstered unless instructed otherwise by a firearms instructor.
12. When long-guns are to be carried on the range, the bolt or action will be in the open position, the safety will be “on”, and the muzzle will be in the air.
13. No weapons will be left unattended on the range.
14. If a misfire occurs while on the range, keep the weapon pointed down range and raise your non-shooting hand.
15. Keep your finger outside of the trigger guard until you are ready to fire.
16. Fire only at designated targets, firing at objects other than proper targets is prohibited.
17. Dry firing will be allowed only with a firearms instructor present.
18. When a course of fire is complete, wait for a firearms instructor to “clear” your weapon before holstering.
19. No officer will be permitted on the range if there is reason to believe that the officer has consumed alcohol, drugs, or medication that may impair their ability to handle a weapon safely
20. No smoking, eating, drinking, or chewing tobacco on the firing line.
21. Clean weapon in designated areas only.

\*ACCIDENTS DON’T JUST HAPPEN, THEY ARE CAUSED\*

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

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