

**Requirements to become a Peace Officer Professional Standards certified  
School Safety Officer for the Jefferson County Public Schools Police  
Department:**

- U.S. citizen
- 21 years old
- High school diploma or equivalent
- Valid driver's license
- Submit fingerprints for a criminal background check
- Not be convicted of a felony offense
- Not be prohibited by federal or state law from possessing a firearm
- Read and sign the Code of Ethics & Canon of Ethics
- Not have received a dishonorable discharge or general discharge under other than honorable conditions
- Not have had certification as a peace officer permanently revoked in another state
- Have a medical examination
- Interviewed by their potential employing agency's executive or designee
- Successfully pass the Pops Physical Fitness Test
- Take a written suitability screener
- Pass a drug-screen test
- Take a polygraph examination
- Have a background investigation

Once you have interviewed, and been selected to advance in the hiring process you will immediately be scheduled for the Peace Officer Professional Standards Physical Fitness Test. This test will consist of:

- Bench press 64 percent of your body weight
- Complete 18 sit-ups within one minute
- Complete a 300-meter run in 65 seconds
- Perform 20 push-ups within two minutes
- Run 1.5 miles within 17 minutes and 12 seconds

In addition to having not been convicted of a felony offense. The Department of Justice and the Kentucky Law Enforcement Council **may** declare a potential candidate ineligible for Misdemeanor Assault Offenses, and **will** declare any potential candidate ineligible for any type of sex offense.

The background investigation is intensive that includes personal interviews with numerous current and former employers, neighbors, associates, and family members. A potential candidate can be disqualified for any reason as determined by the investigator and Chief of Jefferson County Public Schools Police Department.

If hired by the Jefferson County Public Schools Police Department you will be required to attend a 20 week police academy in Richmond, Ky. This is a demanding academy that will test your intellectual and physical abilities. The Academy is Monday through Friday with candidates being required to live on Campus in Richmond, Ky in a dorm. Candidates go home on Friday evening until Sunday night at 10pm.

The process from interview to potential attendance in the Police Academy can take up to 6 months due to testing and scheduling. The potential candidate may expect to be a fully sworn School Safety Officer a year after the initial interview with JCPS.

Prior to any interview by the Jefferson County Public Schools Police Department applicants will be required to provide a copy of their **Driver's License**, **Social Security Card** and **Birth Certificate** or Proof of Citizenship.

**There are no exceptions to any of these requirements.**

**Do not accept an invitation to interview for a position with the JCPS Police Department if you cannot meet the requirements.**

**The Jefferson County Public Schools Police Department reserves the right to remove any candidate who fails to maintain appointments as scheduled, does not provide required documentation or displays conduct that is determined not acceptable during the hiring process.**