



# FOREST LAKES FIRE DISTRICT FAILURE/WITHDRAWAL FROM TRAINING CLASSES POLICY NUMBER 0009



## Purpose

Skilled first responders and administrative staff are the cornerstone for the Forest Lakes Fire District. Proper and constant training is the foundation to safely and successfully operate at the station and in the field. Failure to complete all mandated training can lead to serious consequences. This policy outlines the procedures if an individual does not complete the required training.

## Definitions

**Skilled:** Fully trained and capable to take proper action during an emergency situation.

**First Responders:** Forest Lakes Fire District personnel who are on call to take immediate action on the scene of a fire district emergency.

**Training course:** Those courses required by the State, County or Fire District that considered necessary before an individual is qualified to be employed for a specific position.

## Policy

Any member who fails a training course or withdraws from a training course may be required to repeat the course at the members own expense, or the Department may require reimbursement for the funds lost as a result of the failure or withdrawal.

### Request for Training

Request for training will be evaluated on an individual basis. In considering any request for training the Department will consider:

- Needs of the Department
- The individual's need for training
- The individual's past performance in other training
- The availability of funds
- Personnel levels during the training period
- The individual's level within the Department
- How this particular training will effect and/or improve the Department



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TRAINING CLASSES  
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Approved by the Forest Lakes Fire District Board on: \_\_\_November 9, 2019\_\_\_\_.

A handwritten signature in cursive script that reads "John Hennessey".

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John Hennessey, Clerk