

THE COMMONWEALTH OF MASSACHUSETTS
THE TRIAL COURT
OFFICE OF COURT MANAGEMENT
Suffolk Superior Courthouse
Security Department, 15th Floor
Three Pemberton Square
Boston, MA 02108



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DIRECTOR OF SECURITY

From: Heather C. Brouillette, Security Training Manager, Academy Director
To: Recruit Court Officer Academy Candidates

Subject: Recruit Court Officer Academy – Equipment List

1. Each recruit must purchase and/or bring the equipment listed below. Items on this list will be brought to the Academy on “Day One” of training. You will bring **only** the items on this list. Please read this entire letter before purchasing any item on this list.

1. One (1) pair of shower shoes (black, blue or gray)
2. Toilet articles (contained in a 1-gallon clear zip-lock bag)
 - Females: Place feminine hygiene items in a separate clear zip-lock bag
3. Four (4) bath towels (solid white color)
4. Six (6) pair athletic socks (solid white, crew length)
5. Six (6) pair running socks (solid white, ¼ crew length)
6. Six (6) pair dress socks (solid black, crew length)
7. Laundry bag (color white, mesh)
8. One (1) pair of running shoes
9. Ten (10) briefs
10. Ten (10) undershirts, crew, color white
11. Females only: Five (5) color (white, black, navy blue and/or gray) brassieres and five (5) color (white, black, navy blue, and/or gray) athletic brassieres
12. One (1) shoeshine kit with black shoe polish
- 13. Two (2) pairs of sweatpants, heather gray, with pockets, no logo**
- 14. Two (2) sweatshirts, crew neck, heather gray, no logo, no hoods**
15. Two (2) pairs of compression shorts, black
- 16. Two (2) cotton gym shorts, with pockets, heather gray**
17. Five (5) crew neck t-shirts, heather gray, no logo

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18. One (1) small lock box capable of holding prescribed and over counter medications, wallet and car keys
19. One (1) shaving kit (capable of holding toiletry items)
20. One (1) large plain black duffel bag
21. One (1) Spanish/English Pocket Dictionary
22. Any required prescribed medications in original labeled prescription bottle
23. One (1) canteen with canteen pouch
- 24. One (1) black jacket (Blauer 6045 waist length reversible# M740) DO NOT MARK**
25. One (1) pair of black police/military boots (Boots shall not be polished for day one)
- 26. One (1) black leather belt w/ gold buckle, garrison type, 1 ½ inch**
- 27. One (1) black field scarf (clip-on tie)**
28. One (1) black handcuff case (not a keeper)
29. One (1) black nylon duty belt
30. One (1) key keeper (black)
31. Receipt of Recruit Manual (included in packet)
32. Personnel Roster Information (included in packet)

2. The above items will be packed into the large black duffel bag (item 20).

The duffel bag will be brought to the Academy on Day One of the training program by the recruit. All fragile or breakable items listed above must be protected against breakage within the duffel bag.

3. All items on the checklist will be marked with black permanent marker in the following manner except for the gray PT clothing:

Last Name, First Initial. (Example: **Smith, R.**)

Clothing will be marked on the inside so the writing will not be visible from the outside.

The gray PT sweatshirt and t-shirts will be marked in the following manner:

- a. The back and front of the sweatshirts and t-shirts will be stenciled with the recruit's last name only.
 - b. Letters will be black, 2" in height for the back, 1" in height for the front.
 - c. Upper case, block style.
 - d. The name will be centered.
 - e. The top edge of the letters shall be 6" down from the lowest point of the crew neck seam.
4. Items marked in bold on the equipment list are to be retrieved from either of the locations below and will be purchased for you by the Massachusetts Trial Court:
- a. Ben's Uniform, 20 Main St., Amesbury, MA 01913
 - b. Guardian Uniform, 40 Robbins Road, Springfield, MA 01104
5. All other equipment contained on this list that you do not already have may be purchased elsewhere.

Please read the above instructions carefully. Any questions regarding equipment/supplies can be directed at Academy.Training@jud.state.ma.us.

Directions to the Academy

The State Police Academy is located on 780 acres in the rural town of New Braintree. The address is 340 West Brookfield Road. The main phone number is (508) 867-1000.

FROM THE WEST:

From Mass Pike: Take Exit 8 (Palmer Exit), turn left onto Rte. 32 - take Rte. 32 North into the Town of Ware. At the center of town take a right onto Rte. 9 (Rte 9 East) - road becomes Rte 9 East & Rte 32 North at this point. Follow Rte. 9E/32N through the center of town. At the Ware/West Brookfield town line (Rtes. 9 & 32 split here) turn left onto Rte. 32 North (toward Gilbertville). After passing Kardas Market on the left and elementary school on the right, take a right onto New Braintree Rd. (3.1 miles) just before RR tracks. Follow New Braintree Rd. for 4.1 miles to the intersection of West Brookfield Rd. Take a left and the Academy entrance is ½ mile on the left. (17.8 miles from Exit 8 on the Turnpike).

FROM THE EAST:

From Mass Pike: Take Exit 9 (Sturbridge Exit), after going through tollbooth take the first exit - Rte. 20 West toward Sturbridge. Stay on Rte. 20 West for 1.9 miles. Take a right onto Rte. 148 North. Stay on Rte. 148 North for 7.6 miles into the Town of Brookfield. At the intersection of Rte. 149 and Rte. 9 take a left onto Rte. 9 West. Stay on Rte. 9 West for 2.5 miles into the center of West Brookfield. Take a right onto School St. just before the Town Common. The Town Common will be on the left of School St and the bandstand is on the right. Follow School St. to intersection of Rte. 67 (Stop Sign). After stopping go straight across and within 100 feet take a right onto New Braintree Rd. (Look for SP New Braintree sign) Stay on New Braintree Rd. for 5.1 miles and the Academy entrance will be on the left.

FROM THE NORTH:

From Rte. 2 East or West take Rte 68 South (Gardner/Hubbardston Exit). Continue on Rte 68 South for 7.2 miles into the Center of Hubbardston. At flashing light take a right onto Elm St. (Barre Falls Dam). At the end of the road turn right onto Rte. 62 West. Follow Rte. 62 West for 4 miles and turn left onto Valley Rd. At the Quabbin Plaza go straight across the intersection, you will now be on South Barre Rd. (Rte. 32 South). At the next Stop Sign take a right and stay on Rte. 32 South for ¾ of a mile. Take a left onto Rte. 67 South. Travel for 3.4 miles and take a right onto Barre Cutoff Rd. At the Stop Sign take a left onto West Brookfield Rd. The Academy will be 1 mile on your right.

FROM THE SOUTH:

Take 84 East to Exit 3B to Rte. 20 West. Follow directions **FROM THE EAST** (above).

For more help go to www.mapquest.com on the Web and enter **01531** as the Zip Code.

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