

POLICING AND PUBLIC SERVICES - LEVEL 3

PREPARATION WORK

GETTING TO KNOW YOUR COURSE

The purpose of this qualification is to provide specialist knowledge, skills and understanding relating to working in the Police Service or Public Services in areas such as leadership skills, physical fitness, equality and diversity and inclusion, which can then be applied to current or future employment. The content has been developed with employers, subject experts and tutors to ensure that it's relevant to the real world and prepares students for a career in the Police Service or Public Services.

The units studied will include a selection of the following:

- Prepare for a career in the Police Service
- Develop aspects of physical fitness for entry
- Mental and physical wellbeing in the Police and Public Services
- Understand conflict management and personal protection
- The influence of UK government, international organisations and the media on the Police and Public Services
- Collaboration between the emergency services
- Emergency planning and response in the Police and Public Services
- Understand the impact of war and conflict on the Police and Public Services
- Understanding discipline in the Police and Public Services
- UK legal systems and the Police and Public Services
- Crime scene investigation
- Safeguarding and the Prevent Duty
- Neighbourhood policing
- Dealing with emergency incidents



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ASSESSMENT METHODS

Units are assessed by a coursework portfolio which will demonstrate your understanding of the topic.

Your practical performance in role plays, scenarios and fitness will also form part of your assessment.

You will also be required to complete a work placement in a public service setting. Your work placement is assessed by your workplace tutor who will assess your competence in the workplace.

USING THIS GUIDE

This guide is designed to help you prepare for starting College, when enrolling on the Level 3 Policing or Public Services.

The tasks included in this guide will help you to be ready to start your studies and help boost your chances of success.

None of the tasks are compulsory, but they will give you an excellent foundation of the knowledge which will underpin your College studies.

Each chapter relates to a different unit of the course, it gives a range of suggested activities which will help to develop your knowledge and awareness of the important issues in the Police.

WHAT'S NEXT?

Depending on the grade you achieve in this qualification, you could progress to:

- BA (HONS) IN PUBLIC SERVICES
- CRIMINAL JUSTICE
- CRIMINOLOGY AND POLICING
- FIRE SERVICE
- POLICING APPRENTICESHIP
- PROFESSIONAL POLICING
- PROFESSIONAL POLICING BSC (HONS) PROTECTIVE SERVICES
- THE ARMY
- THE ROYAL AIR FORCE
- THE ROYAL NAVY
- YOUTH SERVICE

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PREPARING FOR A CAREER IN THE PUBLIC SERVICES

In this unit you will explore the entry routes and different career pathways available in the Police Service. You will then prepare a personal profile, application and take part in a real or simulated interview. Following this, you will evaluate their performance and suggest areas for development.

Our Policing course leads to a wide range of careers. You may go on to study at university for some of these, do an apprenticeship or directly into employment. It may be that you want to consider other careers within the field of Public Services.

Research some of the careers below, find out what each of the professionals do, where they work, their salary and qualifications needed. Have you considered any of these careers?

- BORDER FORCE OFFICER
- CIVIL ENFORCEMENT OFFICER
- COUNTER TERRORISM OFFICER
- CRIME SCENE INVESTIGATOR
- DOG HANDLER
- FIREFIGHTER
- IMMIGRATION OFFICER
- ORGANISED CRIME OFFICER
- POLICE COMMUNITY SUPPORT OFFICER
- POLICE OFFICER
- PRISON OFFICER/GOVERNOR
- RAF OFFICER
- ROAD TRAFFIC ACCIDENT INVESTIGATOR
- ROYAL NAVY OFFICER
- ROYAL MARINES OFFICER
- SEARCH AND RESCUE WORKER
- SOLDIER

If you are specifically interested in joining the Police Service, take a look at this really useful website;
<https://www.joiningthepolice.co.uk/>

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PREPARING FOR WORK PLACEMENT

Work placement is an important part of the Level 3 in Policing. You will be required to complete a minimum of 5 days per year in a public service setting.

APPROPRIATE PLACEMENTS INCLUDE:

Charity Organisations	Community Centres	Day Centres for Vulnerable Adults
Fire Stations	Food Banks	Hospitals
Leisure Centres	Police Stations	Schools
St Johns Ambulance	Street Watch Scheme	Youth Centres

It is your responsibility to find your own placement, and ideally you will find a placement in a setting that interests you and is linked to your future career aspirations.

TASKS TO HELP YOU FIND AND SECURE A PLACEMENT

- Write a letter, which you can send, email or hand deliver to the manager of the placement you are interested in. In your letter explain that you will be studying Policing at Halesowen College in September and that you would like to do a work placement in their setting, for at least 5 days during the academic year. Outline your skills and qualities and explain why you think you would be suited to a work placement in that setting.
- Use the Internet to search for public service organisations within your local area. Look on their websites or social media to see what kind of services they offer. Can you apply online for their volunteering scheme?
- Are there any community centres, charities, day centres, schools or youth clubs in your local area?

BROADEN YOUR KNOWLEDGE

There are some excellent documentaries and films that you can watch to broaden your knowledge and prepare you for your course.

Take a look at some of these if you have access to streaming services:

NETFLIX YOUTUBE

The Stephen Lawrence Documentary <https://youtu.be/CYLhPISYp2s>

In relation to ethics, behaviours and investigations I would suggest: 24 hours in custody:

<https://www.youtube.com/watch?v=kLZEYpGDq6g>

I would suggest in relation to front line policing, body cam squad - provide a first person perspective:

<https://www.youtube.com/watch?v=PwPyqU27oOs>

BBC i-Player	Murder 24/7	Tagged: Fresh out of Prison
Murder Case	Britains Teenage Drug Runners	Canny Cops
Car Crash: Who's Lying?	Fraud Squad	Love and Hate Crime
Sex, Drugs and Murder	Teenage Knife Wars	

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PREPARATION FOR THE PHYSICAL FITNESS ASPECT OF POLICING AND PUBLIC SERVICES:

You don't need to be able to run marathons, however you do need to be able to maintain a level of health and fitness throughout your career, which will be tested at periodic intervals commencing during the pre-employment stage.

If you take regular exercise such as walking, swimming or jogging then you should have no problem with achieving and maintaining the required level of fitness. If you have concerns about your level of fitness you should take steps to start improving this.

Remember that fitness and health are pivotal aspects of a career in the Police Service. You are therefore required to reflect on your daily habits and routines and aim at constantly improving your overall health and fitness.

This is not just an entry requirement, it is a commitment you must maintain throughout your career and one for which you are expected to take full personal responsibility.

SUGGESTIONS TO HELP IMPROVE YOUR FITNESS LEVELS

SIMPLE CIRCUITS

Simple circuits are an excellent way to achieve a great deal from very little. Sounds too good to be true! Basic bodyweight exercises performed at a high tempo with short rest periods provide a high intensity interval training or HIIT. HIIT training increases the metabolic rate during and for long periods after the session has ended. As the sessions are very intense they should only last a maximum of 30 minutes.

This is a great form of exercise which can be squeezed into everyday life. It can be performed at home, in the park or garden, basically anywhere.... So there is no excuse!!

Here are some examples;

HILL SPRINTS - Find a suitable hill or gradient and roughly mark out 20 – 30 metres. The aim is to sprint, yes sprint, up the hill. Walk back down; this is your rest period, repeat 10 times. As you become fitter and stronger you can increase the distance and or the times completed (repetitions).

STAIR SPRINTS - If you are unable to get outside you can replicate this process in the house or at work if you have a staircase. Run up the stairs and walk down. The walk down is your rest period. Repeat the process.

BODYWEIGHT CIRCUITS - This is an idea or guide of a very basic body weight circuit which performed at the correct intensity can be very effective.

- | | | |
|----------------------|-------------------------|--------------------------|
| 1. Press ups | 7. Close grip press up | 13. Wide arm press ups |
| 2. Burpees | 8. Squat thrusts | 14. Squats |
| 3. Sit up | 9. Knee to elbow sit up | 15. Kick outs |
| 4. Wide arm press up | 10. Press ups | 16. Close grip press ups |
| 5. Standing jumps | 11. Star jumps | 17. Tuck jumps |
| 6. V up | 12. Crunches | 18. Plank |

10 repetitions per exercise apart from 'plank' which is performed for 30 seconds. The idea is not to rest between each exercise, just pause compose and move on. Rest for 1 minute at the end of each circuit. Depending on fitness levels repeat the circuit between 2 – 4 times. Try and achieve 3 – 4 session per week. Keep hydrated especially during the warm summer periods and make sure you eat enough of the right type of food groups.

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CRIME AND ITS EFFECTS ON SOCIETY

KEY TERM - Anti-social behaviour – any aggressive, intimidating or destructive activity that damages or destroys another person's quality of life

ACTIVITY - Consider and research the types of anti-social behaviour that can occur in communities. How can anti-social behaviour affect a victim. You could produce a PowerPoint Presentation about the effects of anti-social behaviour which may be used to educate young offenders about how their behaviour affects people.

These websites may be useful:

<https://www.victimsupport.org.uk/help-and-support/coping-crime/how-can-crime-affect-you>

<https://www.victimsupport.org.uk/crime-info/types-crime/antisocial-behaviour>

<https://crimestoppers-uk.org/keeping-safe/community-family/antisocial-behaviour>

<https://www.thamesvalley.police.uk/advice/advice-and-information/asb/af/antisocial-behaviour/>

Criminal courts are able to impose a range of punishments on those convicted of a criminal offence. These fall into four main categories: **DISCHARGE, FINE, COMMUNITY SENTENCE, CUSTODY** (prison sentence).

Certain crimes carry an automatic prison sentence, but in some cases a sentence served in the community is deemed more suitable. One of the reasons is that, in addition to punishing the offender, community sentences often force the offender to consider the reasons why they committed the crime in the first place.

The sentence given by a court reflects the seriousness of the crime. Before deciding on the most suitable punishment, the court may ask probation staff to prepare a report on the offender. This will take into account any specific circumstances the court needs to be aware of; for example, if the offender is the sole carer of a child or adult, or whether it is a first offence, or if the offender has a history of committing crimes. Judges or magistrates will take this report into account when they impose the sentence. A first time offender is likely to receive a lesser sentence than someone who has been convicted a number of times previously.

ACTIVITY - Carry out research into community sentencing and draw up a list of the many options available to the courts when using this punishment. You could use your research to create a leaflet which may be used in youth centres to educate young people about crime.

These websites may be useful:

<https://www.gov.uk/community-sentences>

<https://www.swmcrcc.co.uk/our-work/community-orders/>

ACTIVITY - Investigate these crimes and the maximum sentence that could be imposed upon an offender convicted of them **THEFT, ARSON, MURDER, BURGLARY, GRIEVOUS BODY HARM, COMMON ASSAULT, POSSESSION OF CLASS B DRUGS, POSSESSION OF CLASS A DRUGS.**

You could create an information leaflet which may be used to educate people about what these crimes are and the associated sentences.

These websites may be useful:

<https://www.gov.uk/types-of-prison-sentence>

<https://www.sentencingcouncil.org.uk/about-sentencing/types-of-sentence/custodial-sentences/>

<https://www.cps.gov.uk/prosecution-guidance>