



LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

# TRAINING PROSPECTUS

2010/2011



LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

 Contents

About us	1	Roads Policing	26-27
History	2	Defensive Tactics	28
Facilities	3-4	Firearms	29-37
Tailored Training	5	Driver Development	38-43
Professional Development	6-7	Management & Leadership	44-49
Dog Training	8-13	Contact us	50
Criminal Investigation	14-25	Location & Directions	51



LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

## About us

Lancashire Constabulary's training services are available to both public and private sector organisations and cover a broad range of areas.

We are committed to providing high quality training and blended learning experiences for everyone. Our trainers bring a wealth of vocational experience and professional academic expertise to each course and where possible we offer professional qualifications to enable our students to show their achievements.

Most of our training has National Policing Improvement Agency (NPIA) Quality Approval accreditation, and we are always striving to improve standards by working in partnership with the University of Central Lancashire, O.C.R and CMI.

We firmly believe in 'Putting People First' and are part of the Investors In People scheme. We invest in quality training aids that assist in personal performance such as a recently purchased £10,000 immersive learning system.



## History

Back in 1805, Lancashire found itself as one of the most crime ridden counties in the country.

Although some areas had their own police forces for a number of years, it was agreed that a more efficient constabulary was needed to police Lancashire and so shortly before Christmas in 1839, Captain John Woodford was appointed as Chief Constable for Lancashire.

On February 22nd 1840, the first 66 men were sworn in as police officers and by the end of the month, another 40 had joined. The new intake included millers, musicians, a clog maker, a hay dealer, a tobacco spinner and a cabinet-maker! By the end of 1841, the Constabulary had recruited 660 men, covering 1,706 square miles and a population of 848,638.

Lancashire Constabulary has a history of being a pioneering force, being the first UK police force to introduce personal radios, motorway patrols and beat patrol cars as well as having one of the first two driving schools in the country during the 1930's.

Today, the force employs around 6,000 police officers and staff covering 1,804 square miles and a population of 1.5 million.

In 2007 Lancashire Constabulary was ranked the best police force in England and Wales by Her Majesty's Inspectorate of Constabulary (HMIC). The constabulary has maintained its number one spot every year since in line with its mission to 'consistently be the best police force in the country'.

The centre is dedicated to building on this history and tradition by continually developing its services and striving to exceed customer expectations.

# Conference Room

LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

## Facilities

### **Learning and Development Facilities**

#### **Lecture Theatre**

A fully equipped, tiered lecture theatre provides a learning environment seating up to 140 people.

#### **Conference & Seminar Facilities**

A fully equipped Conference Hall seating up to 180 people.

#### **Classrooms**

16 classrooms of varying sizes housing the latest technological aids to learning including immersive training that places the student at the heart of the scene.

#### **ICT Suites**

5 computer training rooms with up to date software and training packages, seating up to 20 students.

### **Residential Accommodation**

110 quality en-suite bedrooms located on the secure Headquarters complex including television, study area and internet access with immediate access to kitchen and laundry facilities.

### **On-site & Recreational Facilities**

The site hosts a dining room which caters for all dietary requirements, a licensed bar, on-site shop, multi-faith room as well as a gym and leisure facilities including squash, tennis and badminton courts, football and rugby pitch and fully equipped gym and weights room.



LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

## Facilities

### Specialist Training Facilities

#### Firearms Range

Excellent facilities including a 50m six lane indoor range and access to a 1000m outdoor range.

Our firearms training facilities are available for hire to run your own training; we would just provide the Safety Officer.

#### Dog Training Centre

A £140,000 recently refurbished purpose built venue, close to the Headquarters complex. The centre has training rooms, kennelling facilities for 36 dogs including 20 brand new kennels, a secure agility compound, 6 isolation kennels, immediate access to in excess of 50 acres of training fields and car parking. Training exercises are often held off site at live venues.

### Public Order Training Site

A newly built £600,000 indoor public order training centre which has a classroom, two story tactics house, pub/club, two level prison wing, canteen and specially built twelve door Method of Entry Rig.

Our public order training facilities are available for hire to run your own training; we would just provide the Safety Officer.



LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

## Tailored Training

The Training Centre is dedicated to providing excellent customer service and value for money. We believe in a flexible approach to your training. As well as the range of courses which can be found in this brochure we can develop customised training packages to suit your specific requirements and budget that can be delivered at the training centre or externally.

We pride ourselves on developing relationships with our customers allowing us to truly understand your needs and identify training solutions that are right for you.

**If you require further information or wish to book a course please contact us via telephone or email.**

# Professional Development

Offering a range of courses designed to enhance skills, knowledge and understanding in custody and PNC/IT. The custody courses help officers of various ranks deal with everyday situations in the custody arena by focusing on areas such as PACE, Safer Detention and Handling of Detained Persons (SDHP), powers and how to deal with detained terrorists in custody. PNC/IT training is provided by qualified PNC trainers who have extensive experience in operational environments. Terrorism Act training is also available.

COURSE DETAILS

PROFESSIONAL DEVELOPMENT

COURSE DETAILS

## Custody Training – Sergeants

### Who is the course for?

Substantive Sergeants in a custody role

### Course aims

To equip custody Sergeants with the knowledge to carry out the lawful detention, charging and release of detainees as outlined in PACE and the SDHP guidance.

### Objectives

At the end of the course, attendees will be able to apply the skills, abilities and responsibilities learnt in a practical way especially in relation to risk assessment, handover, arrival, detention and disposal of the lawful detention of persons.

## Refresher Custody Training - Sergeants

### Who is the course for?

Substantive Sergeants in a custody role

### Course aims

To equip custody Sergeants with the knowledge to carry out the lawful detention, charging and release of detainees as outlined in PACE and the SDHP guidance.

### Objectives

This course explores:

- Legislation and practice
- Risk assessments
- Mental health issues
- First aid
- Forensic evidence
- TASER
- Immigration
- Professional standards
- Financial investigation
- Dealing with detained persons arrested for terrorism offences



## Custody Training – Inspectors

### Who is the course for?

Acting Inspectors and Inspectors with a responsibility for custody

### Course aims

To develop the knowledge of those performing custody duties in relation to risk assessments in accordance with the SDHP doctrine including;

- What is meant by duty of care
- Reviews of detained persons
- Delaying intimation
- Authorities to obtain samples
- What is required for a Section 18 search
- The management of VIPER identification procedures

### Objectives

This course gives a detailed account of how the inspector interacts with the custody sergeant and what the role of the Inspector is in relation to custody matters.

## PNC Training

### Who is the course for?

All staff who deal with PNC as part of their daily duties

### Course aims

To equip staff with knowledge of the range of data that can be accessed whilst remaining within the confines of the Data Protection Act and disciplinary regulations. This course is split into modules which can be taken together or separately.

### Objectives

By the end of the course, attendees will be able to:

- Train operators to access PNC data in a secure and professional manner
- Complete the formal PNC training booklets and practical exercises
- Underpin the learning with requirements for data safety

# Dog Training

With courses that are recognised both nationally and internationally the dog training school has state of the art training and kenneling facilities. All courses are delivered in line with the ACPO Police Dog Working Group Training and Care manual by instructors with ACPO Accredited Police Dog Training Certificates. The centre is also able to deliver the Dog Instructors Course to other public sector organisations. The school can arrange to supply new Dog Handlers with a dog for training purposes.

COURSE DETAILS DOG TRAINING COURSE DETAILS

## ACPO Police Dog Handler Instructors Course General Purpose Police Dog Module

### Who is the course for?

Experienced police dog handlers who are required to take initial and refresher training for general purpose police dogs and handlers.

### Course aims

To provide students with the necessary knowledge, skills and understanding to fulfil a general purpose/narcotics detection police dog role.

### Objectives

To provide training at initial and refresher level for general purpose police dogs and handlers and narcotics detection dogs and handlers including:

- The selection of dog handlers and police dogs
- The progression of the general purpose and narcotics detection police dog and handler on initial training
- An appreciation of the initial training of tactical firearms support dogs, human remains detection and weapon recovery dogs
- The physical and written assessment of dogs and handlers for the abovedisciplines, as set out in the ACPO 'Basic Skills' and 'Operational Skills' assessments

## ACPO Police Dog Instructors/Assessors Course Explosive Search Dog Module

### Who is the course for?

Experienced police dog handlers who are required to undertake initial and refresher training for explosive detection police dogs and handlers.

### Course aims

To provide students with the necessary knowledge, skills and understanding to undertake the instruction of handlers and police dogs to fulfil the explosive detection role.

### Objectives

Officers should be competent in providing training at initial and refresher level for explosive detection police dogs and handlers including:

- The progression of explosive search dog and handler in initial training
- The ethos of refresher training
- The physical and written assessment of dogs and handlers as set out in the ACPO criteria for the assessment of explosives search Dog/Handler
- The safe carriage and handling of explosives and other similar matters relating to Health and Safety



## ACPO Police Dog Handler Instructors Course Explosive Search Continuation Training Module

### Who is the course for?

Experienced police dog handlers who are required to undertake continuation training for explosive detector police dogs and handlers

### Course aims

The aim of this course is to provide students with the necessary understanding, knowledge and skills to enable them to undertake the instruction of handlers and police dogs in explosive search continuation training only.

### Objectives

At the conclusion of the course, officers should be competent in providing continuation training for explosive search dogs and handlers including:

- The progression of explosive search dog and handler in continuation training
- The ethos of continuation training
- The written assessment of dogs and handlers as set out in the ACPO Explosives Search Dog/Handler Manual
- The safe carriage and handling of explosives and other similar matters relating to Health and Safety

If you wish to book a course please contact us via telephone or email.



COURSE DETAILS

DOG TRAINING

COURSE DETAILS

## Narcotics/Cash/Weapons Recovery Detection Dog Initial Course

### Who is the course for?

Current dog handlers although inexperienced dog handlers may also attend.

### Course aims

To meet the ever increasing demand for assistance in the detection of dangerous narcotics distributed and used throughout the United Kingdom

### Objectives

To train handlers and their dogs to search and locate concealed dangerous narcotics to the highest possible standards, including:

- Cocaine/Crack
- Heroin
- Amphetamine Sulphate
- Cannabis Resin
- Cannabis Herbal
- MDMA (Ecstasy)
- Firearms & Ammunition
- Bank of England Notes (All denominations)
- Euro Notes (All denominations)

This includes any derivative of the above narcotics or any other known narcotic substance that the agency requiring a trained narcotics search team may stipulate and ensuring that narcotics search dog handlers are made aware of current trends in concealment methods.

## Annual Narcotics/Cash/Weapons Recovery Detection Dog Refresher/Licensing Course

### Who is the course for?

Police dog handlers who work an operational narcotics detection detector police dog

### Course aims

The assessment and licensing of the general standard of handler and dog in accordance with the ACPO unit of assessment and the consolidation of basic detection work and, if necessary, to extend the range of controlled narcotics detected by the dog.

### Objectives

To ensure the handler is competent in searching buildings, vehicles and outdoor locations and to encourage the exchange of information by updating the handler in trends of drug abuse and the methods of concealment presently being used and discussing operational searches where problems have been encountered.



## Explosives Detection Dog Initial Course

### Who is the course for?

This course is designed primarily for the experienced handler with a trained or novice dog to enable them to specialise in explosive search. A student with no previous experience will be considered.

### Course aims

The course is designed to meet with the requirement of both novice and experienced handlers. Training the handler and dog to perform thoroughly and safely in the search for the location of an explosive substance/device in an area, building, route and vehicle search. The curriculum conforms to ACPO requirements for explosive detector dog and handler training.

### Objectives

At the conclusion of the course officers should be certified competent to perform operational search duties with an explosive detector dog. Included in the course curriculum are lectures and practical demonstrations from the Army Bomb Disposal Officers (subject to operational exigencies), and representatives of explosive manufacturers.

## Explosives Detection Dog Refresher Course

### Who is the course for?

Police dog handlers who work an operational explosive detector dog

### Course aims

The course is designed to consolidate basic search techniques and the refinement of ability. The course includes simulated exercises of a practical nature. On occasion exercises involving other sections of the police service may be undertaken.

A primary aim is to ensure that the dog/handler team are operating safely and in accordance with good practise as laid out in the Explosives Manual of Guidance issued by ACPO.

NB: Either part of the 'team' found to be below acceptable standard will have their license to operate withdrawn.

### Objectives

At the conclusion of the course officers should be competent to work operationally with an explosive detector dog and have developed both their own and the dog's skill level including an understanding of current terrorist activity, participation in training searches of buildings, vehicles, routes and areas for explosives currently in use by terrorist organisations, bomb threat situations and devices and methods of concealment.



COURSE DETAILS

DOG TRAINING

COURSE DETAILS

## General Purpose Police Dog Initial Course

### Who is the course for?

Any officer having had confirmation of appointment and after successful selection for position.

### Course aims

The aim of this course is to provide officers who are novice or experienced dog handlers with the necessary understanding, knowledge and skills to enable them to achieve competence at the standard level of The National Police Dog Assessment Model.

### Objectives

At the conclusion of the course, the handler and dog will have demonstrated their abilities in general obedience, agility, tracking, searching (person and property) and use of force.

## General Purpose Police Dog Refresher Course

### Who is the course for?

Police dog handlers who work an operational general purpose police dog.

### Course aims

The aim of this course is to consolidate basic training, refinement of dog handling technique and assessment of the progress of the dog and handler team.

### Objectives

To train the handler and dog in more realistic style scenarios to enhance their operational viability and efficiency. To assess as per the National Police Dog Assessment Model at standard and advanced level.

If you require further information or wish to book a course please contact us via telephone or email.



## Passive Alert Narcotic Detection Course – Scanning

### Who is the course for?

Police dog handlers who work an operational narcotics detection police dog or police support staff.

### Course aims

To meet the ever increasing demands for the assistance in the detection of dangerous narcotics distributed and used throughout the United Kingdom.

### Objectives

To train dog and handler teams to efficiently locate and indicate dangerous drugs concealed on individual people as well as locating types and quantities of narcotics that reflects operational requirements including:

- Cocaine
- Heroin
- Amphetamine Sulphate
- Cannabis Resin
- Cannabis Herbal

This discipline may also encompass any derivative of the above drugs or any other known narcotic substance that agency requiring a trained passive alert dog/handler team may stipulate.

## Initial Tactical Firearms Dog Course

### Who is the course for?

Experienced dog handlers with suitable general purpose dog

### Course aims

To provide experienced dog handlers with proven operational dogs with the knowledge, skills and understanding to enable them to achieve competence against the National TFSD assessment criteria.

### Objectives

At the conclusion of the course the handler and dog will have demonstrated their abilities to work safely and effectively in close support of firearms officers including the ability to complete:

- Close support building searches
- Corridor and stairway clearance
- Extended/Advance building searches
- Open/Rural country searches
- Perimeter containment
- Tracking in close support
- Search to contact through CS

# Criminal Investigation

The unit offers specialist training to the Police, Armed services and other public sector organisations involved in the prevention, investigation and detection of criminal activity. Courses cover all aspects of criminal investigation including investigative interviewing and sexual offences, placing an emphasis on ongoing personal development to ensure practical application of the skills learnt. All trainers are affiliated to the University of Central Lancashire and assessed on a regular basis to ensure they perform at the highest level.

## COURSE DETAILS

## CRIMINAL INVESTIGATION

## COURSE DETAILS

### Initial Crime Investigators Development Programme (ICIDP)

#### Who is the course for?

This is the entry level to all crime investigation programmes. Officers and staff must complete this course to gain accreditation at PIP Level 2.

It is aimed at Trainee Investigators and Sergeants in detective roles who have not previously completed an initial CID course.

#### Course aims

To equip Investigators with the knowledge, understanding and skills to be able to conduct professional and objective investigations in accordance with the National Occupational Standards (NOS)

#### Objectives

On conclusion of the course students will be able to:

- Plan and conduct serious and complex investigations
- Explain the key principles contained in the Practice Advice on Core Investigative Doctrine
- Plan, conduct and evaluate interviews with victims and witnesses in serious and complex investigations
- Plan, conduct and evaluate interviews with suspects in serious and complex investigations
- Present evidence at court and at other hearings

### Initial Management of Serious Crime (IMSC)

#### Who is the course for?

PIP Level 2 Investigators of supervisory rank who conduct or manage serious and complex investigations i.e. new to role Detective Sergeants involved in the investigation of serious and complex crime i.e. targeted crime units, proactive units and covert policing roles.

#### Course aims

To equip officers to manage crime investigations and resources at first line management level.

#### Objectives

The course will equip students to:

- Ensure professional standards are applied in the workplace at all times
- Demonstrate appropriate investigative practices within a diverse society
- Demonstrate a working knowledge of the Murder Investigation Manual and the decision making process of an SIO
- Use effective media strategies in relevant investigations
- Use advances in forensic science to support investigations
- Demonstrate co-operative working practices with other agencies and community partnerships to reduce crime
- Use management strategies to ensure effective supervision of all staff
- Devise appropriate interviewing strategies for both suspects and witnesses



## Detective Inspectors Development Programme (DIDP)

### Who is the course for?

The course is aimed at new to role Detective Inspectors.

### Course aims

To equip Investigators with the knowledge and skill to conduct serious and complex enquiries at PIP level 2 and manage the initial response to a major incident before handing over to a PIP level 3 Investigator.

Aimed at Investigators, usually Detective Inspector rank (DI), who perform the call out role and likely to carry out initial investigation of major crimes.

### Objectives

By the end of the course, the students will be able to:

- Manage the initial response to an investigation, implementing Golden Hour principles and fast track actions where appropriate
- Create policy files that record the strategic and tactical decisions made during an investigation in accordance with relevant guidelines
- Explain the role, responsibilities and capabilities of the specialist roles involved in a substantive investigation

- Identify the technology and specialists available to provide additional support, advice and guidance for the investigation.
- Describe the methods to plan and manage the resourcing of an investigation
- Identify investigative strategies and contribute to their implementation
- Conduct effective and informative briefings and debriefings during the investigation
- Identify techniques for the management of media during an investigation
- Conduct a community impact assessment and implement an appropriate strategy
- Plan and manage an investigation in accordance with the Core Investigative Doctrine
- Plan and manage the post charge investigative procedures

If you wish to book a course please contact us via telephone or email.



COURSE DETAILS

CRIMINAL INVESTIGATION

COURSE DETAILS

## Investigative Interviewing for Serious and Complex Investigations – Witness

### Who is the course for?

Investigators required to interview victims and witnesses for serious and complex investigations as a significant part of their role, plus existing investigators who need to refresh or update their skills as part of their personal development plan.

### Course aims

To equip investigators with the knowledge, understanding and skills to be able to conduct professional and objective ABE video interviews of victims and witnesses.

### Objectives

The course will equip students to:

- Establish the category of witness interview required for individual witnesses and victims
- Plan, conduct and evaluate interviews with witnesses and victims in serious and complex investigations
- Explain what special measures should be applied for to assist in the presentation of evidence at court in accordance with ABE guidelines

If you require further information or wish to book a course please contact us via telephone or email.

“I have been stretched, engaged, informed, encouraged and supported, Thank You”



## Investigative Interviewing for Serious and Complex Investigations - Suspect and Witness

### Who is the course for?

Investigators required to interview victims, witnesses or suspects for serious and complex investigations as a significant part of their role, plus those selected for, or undergoing development towards PIP level 2 and existing investigators who need to refresh or update their skills as part of their personal development plan.

### Course aims

To develop the ability of an investigative interviewer to conduct interviews with witnesses/victims and suspects in serious and complex investigations

### Objectives

The course will equip students to:

- Establish the category of witness interview required for individual witnesses and victims
- Plan, conduct and evaluate interviews with witnesses and victims in serious and complex investigations

- Plan, conduct and evaluate for investigative suspect interviews utilising the PEACE model of interviewing in serious and complex investigations
- Demonstrate a high level of awareness, confidence, knowledge and practical application in the core skill areas.

“Thoroughly enjoyable course which was well paced and informative”



## Specialist Investigative Interviewing – Witness

### Who is the course for?

Investigators required to interview victims and/or witnesses including children in need of special protection and vulnerable adults for serious and complex investigations as a significant part of their role.

Public protection unit investigators who require to attend once assessed as competent at Investigative Interviewing for Serious and Complex Investigations (formerly known as Tier 2) and existing investigators who have previously attended an ABE interview course who need to refresh or update their skills as part of their personal development plan.

### Course aims

To equip investigators with the knowledge, understanding and skills to be able to conduct professional and objective specialist witness interviews.

### Objectives

The course will equip students to:

- Establish the category of witness interview required for individual witnesses and victims.
- Plan, conduct and evaluate interviews with witnesses and victims including children in need of special protection and vulnerable adults in serious and complex investigations.
- Explain what special measures should be applied for to assist in the presentation of evidence at court in accordance with ABE guidelines.
- Demonstrate a high level of awareness, confidence, knowledge and practical application in the core skill areas.

If you require further information or wish to book a course please contact us via telephone or email.



## Specialist Investigative Interviewing – Suspect

### Who is the course for?

Limited to staff who are actively involved with the investigation of serious and complex criminal investigations at an advanced level.

### Course aims

To develop the individual involved in criminal investigation to the highest professional standards in the processes of investigative interviewing of suspects. Students will demonstrate a high level of awareness, confidence, knowledge and practical application in the core skill areas.

### Objectives

Students will be able to plan and prepare specialist interviews with suspects, conduct specialist interviews with suspects and evaluate specialist interviews.

This will be achieved through the following subject areas:

- Knowledge of relevant law
- Interview structure
- Investigative processes
- Questioning skills
- Conversation management
- Resistance management
- Information processing
- Evaluation skills
- Psychology of interviews
- Managing legal advisors
- Assertiveness

## Specialist Child Abuse Investigator Development Programme (SCAIDP)

### Who is the course for?

Investigators required to interview victims and witnesses including children in need of special protection and vulnerable adults for serious and complex investigations as a significant part of their role, investigators required to interview suspects for serious and complex investigations as a significant part of their role and investigators new to role within a domestic violence or child protection unit.

This course is essential for public protection unit and domestic violence staff working within the public protection unit.

### Course aims

The aim of the programme is to achieve, develop and maintain professional competence and registration as a child abuse investigator

### Objectives

The course will equip students to:

- Plan and conduct allocated child abuse investigations
- Demonstrate co-operative working practice with other agencies, partnerships and communities within safeguarding children procedures
- Plan, conduct and evaluate interviews of child victims and witnesses
- Plan, conduct and evaluate investigations into serious or complex allegations of child abuse
- Supervise referrals of child abuse, child abuse investigations and child abuse investigation staff (supervisors only)

## Sexual Offenders Trained Investigators (SOTI)

### Who is the course for?

Investigators working with rape/serious sexual assault complainants with responsibility for the co-ordination of forensic issues, interview of witnesses/victims and co-ordination of support for complainants, up to and including any court proceedings.

### Course aims

To develop SOTI's to deal with all aspects arising for the complainant and the investigation of rape and serious sexual assault.

### Objectives

The course will equip students to:

- Recognise the issues arising in the initial complaint of rape/serious sexual assault
- Identify methods of forensic retrieval
- Select the appropriate interview method
- Give examples of support available for complainants
- Explain how the SOTI is engaged with the complainants throughout the investigation, up to and including the court process

## Sexual Offences First Response Officers

### Who is the course for?

PIP Level 1 trained Investigators required to respond to initial complaints of rape and serious sexual assault and response officers

### Course aims

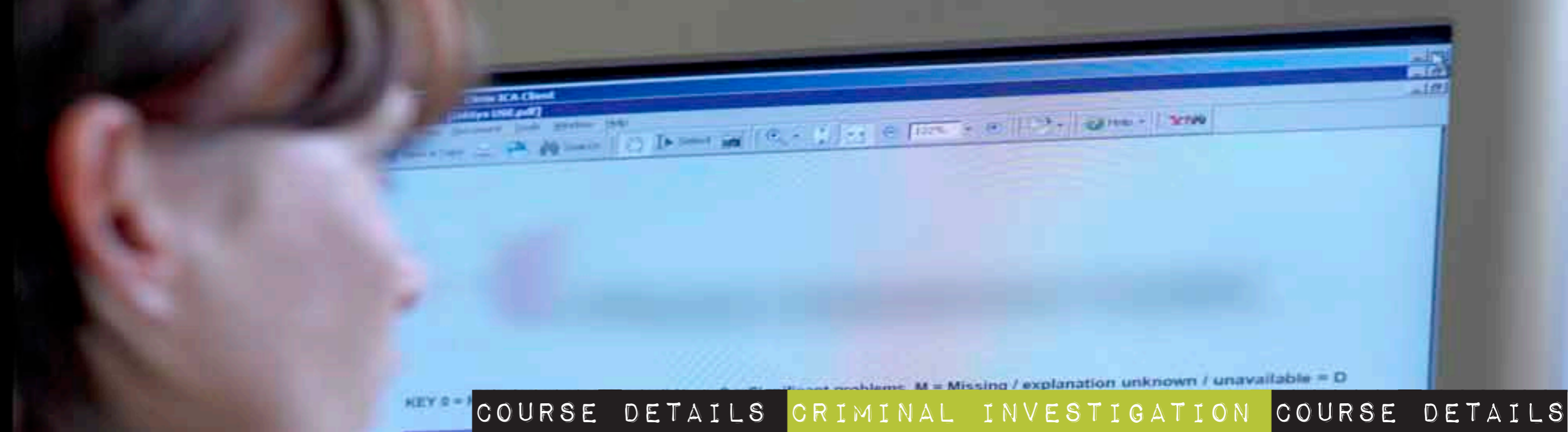
To develop an understanding of the initial response to a complaint of rape/serious sexual assault

### Objectives

The course will equip students to:

- Obtain an initial account from a rape complainant
- Seize, preserve and provide continuity of evidence
- Understand Sexual Assault Forensic Examination (SAFE) centre procedure and the services available through the SAFE centre (also known as the SARC)

“Presented the course in a way that was easy to understand”



## Management of High Risk Offenders

### Who is the course for?

Officers who deal with dangerous and sexual high risk offenders as part of their daily duties and officers who are attached to a dangerous/sex offender units

### Course aims

To develop students awareness and knowledge of managing high risk offenders and an understanding of differing national practices.

### Objectives

The course will equip students to:

- Identify different methods of dealing with high risk offenders
- Identify different risk assessment methods
- Show how risk assessment models can help in the management of offenders
- Examine sex offender treatment programmes
- Examine sex offender prevention orders
- Examine technology used by sex offenders as part of their offending behaviour and how this can be secured

If you require further information or wish to book a course please contact us via telephone or email.



## Family Liaison Officers (Crime & RPU)

### Who is the course for?

Candidates must be PIP Level 2 accredited or working as Road Policing Officers and recognise that this is a voluntary role which will enhance and complement their investigative skills and abilities.

### Course aims

To prepare Family Liaison Officers to competently, ethically and effectively perform their role in response to the needs of the family and the needs of the investigation under direction of the Senior investigating officer.

### Objectives

The objectives of the programme are to focus on the work of the family liaison officer, whose role is to:

- Analyse the needs, concerns and expectations of the family in order to identify relevant and realistic action that should be taken, in the context of their human rights and the obligations set out in the Family Liaison Guidelines

- To work with the family to ensure they receive all relevant information connected with the enquiry, subject to the needs of the investigation, while seeking to gather information and evidence from them which assists the investigation, in a way that reflects their right to privacy and family life
- Respond to mass disasters as Disaster Victim Identification Officers (DVI)

“A great course that has given me everything I need to perform this function, I have gained a lot of knowledge and feel confident to now put it into practice”



## Intelligence Foundation Module

### Who is the course for?

Staff new to intelligence including Family Liaison Officers, Analysts, Researchers and Briefing Officers

NB: The foundation module is not rank or role specific and is suitable for anyone working within the intelligence function

### Course aims

The Foundation module is an important first step to providing a structured learning programme for intelligence staff. It is the basis on which the current Intelligence Learning & Development Programme is built.

### Objectives

On completion of the course students will be able to:

- Define the definition of intelligence and explain the difference between intelligence and information
- Recognise the key components of the Intelligence Cycle.
- Demonstrate an understanding of the relevant legislation and its impact in an intelligence environment
- Outline the 5 x 5 x 5 evaluation process
- Prepare fully evaluated and sanitised intelligence reports with the appropriate handling code

- Explain the principles of the National Intelligence Model and describe the four key intelligence products
- Identify the roles within intelligence
- Describe tactical options available to intelligence staff
- Explain the need for security awareness and the importance of protecting intelligence
- Describe the principles and benefits of effective debriefing

If you wish to book a course please contact us via telephone or email.



## Intelligence Managers Module

### Who is the course for?

Police officers and police staff within intelligence units, Field Intelligence Officers, Researchers, Local Intelligence Officers, Analysts, technical support staff, dedicated source unit staff, and public protection unit staff.

### Course aims

This module will focus on key elements that have been identified as being important role based elements that an intelligence manager should know.

### Objectives

On completion of the course students will be able to:

- Define the role of the Intelligence Manager, Analyst and analytical techniques
- Describe the four key intelligence products
- Explain the tasking and co-ordinating process
- Identify the minimum standards for key assets within the National Intelligence Model (NIM)
- Explain the principles of the NIM in relation to successful crime and disorder management and neighbourhood policing
- Explain how intelligence can improve performance
- Describe the briefing and debriefing used within the NIM

## Open Source Internet Research Course

### Who is the course for?

Staff who are working as managers within an intelligence environment at any level within the National Intelligence Model (NIM)

### Course aims

To equip staff with the knowledge and skills to interrogate the internet securely for information/intelligence and retain those searches sufficient for disclosure purposes.

### Objectives

On completion of the course students will be able to:

- Explain how to use open source intelligence in investigations
- Demonstrate an understanding of computer security / footprints
- Recognise legal issues / force policy
- Explain Internet structure and traceability
- Apply advanced searching techniques
- Demonstrate how to use different search engines / meta search engines
- Explain how to use audit trails during an inquiry
- Recognise the benefits of databases and how to use them as an investigator
- Demonstrate an understanding of emails and their benefit to an investigator
- Understand how to use Social Networking Sites in investigations
- Summarise other internet activities



COURSE DETAILS

CRIMINAL INVESTIGATION

COURSE DETAILS

## Exhibits Officers Course

### Who is the course for?

Officers engaged in the management of exhibits whilst investigating serious and complex crimes and having a need to utilise the HOLMES (exhibits) system to actively manage exhibits to ensure the continuity and integrity of such evidence.

### Course aims

To equip officers with the knowledge, understanding and skills necessary to be competent in the handling, preservation, recording and production of exhibits throughout an investigation

### Objectives

By the end of the course students will be able to:

- Describe the role and responsibilities of the exhibits officer on major investigations
- Explain basic forensic principles
- Outline correct procedures in relation to the receipt and storage of all types of exhibits
- Assess correct packing and labelling of exhibits
- Explain how to prioritise the submission of exhibits for forensic examination

- Outline the administrative functions of the exhibits officer
- Recognise cultural implications when dealing with exhibits
- Outline the role of the forensic submissions unit
- Explain how video/digital evidence is exhibited on major investigations
- Recognise the health and safety issues that impact on the role of the exhibits officer

If you require further information or wish to book a course please contact us via telephone or email.

Courses are offered to Police Investigators and other organisations involved in road death investigations and also the reviewing of road death investigation plus serious injury collision investigations. The Advanced Road Death Investigation course is fully compliant with the Road Death Investigation Manual and draws on other relevant sources such as the Murder Investigation Manual and Practice Advice on Core Investigative Doctrine. The course utilises a scenario based experience to allow Senior Investigating Officer's to develop the techniques they will need to carry out this exacting role. The Road Death Investigation Review course will equip delegates with a structure to carry out reviews of fatal road collision investigations which will identify missed investigative opportunities, any good practice and make case specific or organisational recommendations as necessary.

## Reviewing Road Death Investigations

### Who is the course for?

Road policing Senior Investigating Officers, investigating officers, road policing supervisors, managers of road policing units, police oversight investigators and private sector collision investigators.

### Course aims

To equip delegates with a structure to carry out reviews of fatal road collision investigations which will identify missed investigative opportunities, any good practice and make specific or organisational recommendations as necessary.

### Objectives

Building on extensive experience in investigation and reviews the training is delivered by an experienced Roads Policing SIO and former Homicide SIO and delivers the following:

- The reason reviews need to be carried out
- The benefits of a professional review
- The different types of review and review process
- Reviewing telephone and scientific evidence
- Preparing and presenting a report
- Managing the outcomes of a review

“The training is effective and useful. I would like to return for a refresher course in the future”

If you wish to book a course please contact us via telephone or email.



## Advanced Road Death Investigation Course

### Who is the course for?

Experienced road policing officers who carry out the role of Senior Investigating Officer at serious and fatal collisions as well as officers who may be the first on the scene of such incidents.

### Course aims

To develop the capability of senior investigating officers and potential senior investigating officers in the management and investigation of deaths resulting from road traffic collisions, particularly those with aggravating features.

### Objectives

Students will be taken through the phases of an investigation following a fatal collision as it would be expected to unfold in a real life situation. At each phase delegates will prepare their own strategies in response to a fast developing scenario. This will include:

- Identifying incidents in which aggravating features may be present
- Initial management of scenes to required standards
- Understanding the requirements for the recording of policy logs
- Identification of appropriate scientific and specialist support to the investigation

- Initiating and maintaining appropriate support for families of those involved in the incident
- Understanding the necessity to manage the impact on the community including use of the media
- Developing awareness of the processes and function of a major incident room
- Developing knowledge of available investigative techniques including intelligence opportunities
- Outlining the issues regarding the identification and care of significant witnesses
- Implementing a suspect management strategy including the interview process
- Explaining the benefits and processes involved in the reviewing of road death investigations
- Outlining the law and policy relating to use of expert witnesses

# Defensive Tactics

Training to the highest standard, the highly qualified and experienced officers deliver training in Officer Safety, Public Order Level 1 and 2, TASER, Method of Entry, Evidence Gathering and Conflict Management, and draw upon a wealth of practical, operational policing experience. All instructors have national and local training accreditation, and combine classroom sessions with practical work at a purpose built indoor Public Order Training centre.

COURSE DETAILS

DEFENSIVE TACTICS

COURSE DETAILS

## Conflict Management

### Who is the course for?

Public and private sector workers in contact with the general public

### Course aims

To enable participants to develop and enhance their effectiveness in recognising and dealing with disputes and conflict appropriately and effectively in the workplace using face to face learning and practical exercises.

### Objectives

By the end of the course the attendees will be able to:

- Handle disputes with telephone customers or service users
- Manage disputes within the workplace
- Deal with irate or violent customers or service users
- Use basic unarmed defensive tactics skills for the purpose of defence and escape
- Manage violence and aggression as a lone worker, including conflict resolution, personal safety and the use of lone worker devices
- Write a statement suitable for use in court or tribunal proceedings

Our public order training facilities are available for hire to run your own training; we would just provide the Safety Officer.

Our specialist firearms trainers have worked closely with the NPIA to achieve compliance for all training in line with the National Police Firearm Training Curriculum (NPFTC) and deliver a high standard of training including national firearms courses. Facilities include a 50m six lane indoor range and access to a 1000m outdoor range.

## Initial Firearms Course

### Who is the course for?

Constables and Sergeants

### Course aims

To accredit students in the role of an Authorised Firearms Officer

### Objectives

By the end of the course, students will be able to:

- Define law and procedure
- Deal effectively with vulnerable people
- Describe different roles
- Define investigations and remedies
- List authorisations the use of firearms
- Demonstrates effective handling and shooting of police firearms
- Show ability to clean police weapons
- Apply weapon retention technique
- Correct use of personal ballistic protection
- Identify and gather accurate and relevant information
- Demonstrate effective communication with the subject
- Describe and show effective handling of subjects

- Use of effective communications
- Cites knowledge of different options
- Demonstrate the ability to deal effectively with conflict
- Participates effectively in armed containment
- Complies with legislation and policy
- Ability to accurately check stationary vehicles
- Ability to accurately stop a vehicle
- Accurately takes part in vehicle observation point
- Ability to stop subjects on motorway safely and quickly
- Perform a slow methodical search accurately
- Conduct a covert armed enquiry effectively
- Conduct an armed search in the open effectively
- Demonstrate an emergency entry
- Ability to use a L104A1 as a less lethal option
- Accurately able to despatch animals
- Able to make safe a recovered firearm

Our firearms training facilities are available for hire to run your own training; we would just provide the Safety Officer.



## Rifle Course

### Who is the course for?

Qualified Authorised Firearms Officers who may be required to participate in tactics that require a rifle deployment.

### Course aims

To enable students to qualify in tactics and operating methods involved in rifle deployments

### Objectives

By the end of the course, students will be able to:

- Demonstrate effective use of a police rifle
- Apply effective camouflage and concealment
- Show approaches and working from covert observation points
- Demonstrate accurate map reading and land navigation
- Show correct despatch of animals

## Rifle Refresher

### Who is the course for?

Qualified Authorised Firearms Officers who may be required to participate in tactics that require a rifle deployment

### Course aims

To enable students to refresh and re-qualify in tactics and operating methods involved in rifle deployments.

### Objectives

By the end of the course, students will be able to:

- Demonstrate effective use of a police rifle
- Apply effective camouflage and concealment
- Show approaches and working from covert observation points
- Demonstrate accurate map reading and land navigation
- Ability to work at height
- Show correct despatch of animals



COURSE DETAILS FIREARMS COURSE DETAILS

## Dynamic Intervention/Entry In-Force Refresher

### Who is the course for?

Qualified Authorised Firearms Officers who may be required to participate in a dynamic intervention/entry

### Course aims

To enable students to refresh and re-qualify in tactics and operating methods involved in rifle deployments.

### Objectives

By the end of the course, students will be able to:

- List the terms used in the tactic
- Demonstrate the 'click' system for radio communication
- Select suitable entry points
- Identify the means of, and reason for, incapacitating a subject
- Rehearse an entry
- Perform room entries as part of a five/six officer team

- Deal effectively with an unexpected door open into a second room
- Demonstrate a dynamic intervention/dynamic entry with variations in team numbers
- Perform an immediate hostage removal
- Perform a window entry, as part of a team
- Identify correct use of ladder considerations
- Illustrate a 'sit-rep'/floor walk following an intervention

If you wish to book a course please contact us via telephone or email.



## Dynamic Intervention/Entry In-Force Regional Refresher

### Who is the course for?

Qualified Authorised Firearms Officers required to participate in a dynamic intervention/entry.

### Course aims

Refresh and re-qualify students in tactics and operating methods involved in dynamic intervention/dynamic entry.

### Objectives

By the end of the course, students will be able to:

- Demonstrate the 'click' system for radio communication
- Select suitable entry points
- Identify the means of, and reason for, incapacitating a subject
- Rehearse an entry
- Perform room entries as part of a five/six officer team
- Deal effectively with an unexpected door open into a second room
- Demonstrate a dynamic intervention/dynamic entry with variations in team numbers
- Perform an immediate hostage removal
- Perform a window entry as part of a team
- Identify correct use of ladder considerations
- Illustrate a 'sit-rep'/floor walk following an intervention

## Operational Responsibilities

### Who is the course for?

Prospective or newly promoted sergeants

### Course aims

To identify the roles of unarmed bronze commanders at firearms/TASER incidents

### Objectives

At the end of the session students will be able to:

- Outline the basic principles of firearms tactics
- Explain the bronze command role and how it should be implemented in the event of a firearms or TASER incident
- Describe the responsibilities of the unarmed bronze commander at a firearms or TASER incident

If you wish to book a course please contact us via telephone or email.



## Post Incident Managers

### Who is the course for?

Selected officers with appropriate rank for the role

### Course aims

To prepare selected officers to perform the role of firearms post incident manager in the event of a police shooting.

### Objectives

By the end of the course, students will be able to:

- State the circumstances under which PIP should be implemented
- Explain the correct actions and considerations of the Firearms Incident Commander, Post Incident Manager, Initial Investigating Officer and the principle officer(s)

## Firearms Silver Commanders Refresher Course

### Who is the course for?

Operationally competent Silver Commanders

### Course aims

To refresh and assess the knowledge of Silver Firearms Commanders

### Objectives

By the end of the course, students will be able to:

- Describe the Conflict Management Model and how it applies to the management of firearms incidents
- Explain the 'Gold, Silver and Bronze' command and control system and how it can be applied to spontaneous firearms incidents
- Explain the need for effective command decision making logs
- Recall the criteria for issue of firearms
- Explain the term 'vulnerable persons' (special population groups)
- Demonstrate an ability to effectively command the deployment of firearms officers during spontaneous firearms incidents
- Outline the procedures to be implemented in the event of a 'post incident' enquiry

“Very enjoyable course – good mixture of teaching styles throughout the course to keep the interest”



## National VIP Close Protection Officers Course

### Who is the course for?

Qualified Authorised Firearms Officers

### Course aims

To train selected officers to perform the role of VIP Close Protection Officer

### Objectives

By the end of the course, students will be able to:

- Identify protection contingencies
- Perform close drills
- Describe protection officers dilemmas
- Perform static protection and corridor security
- Plan for protection operations
- Demonstrate effective use of weapon retention
- Apply defensive tactic techniques
- Perform reconnaissance
- Demonstrate embus and debus skills
- Show effective walking techniques

- Show effective vehicle tactics
- Perform well in a protection scenario
- Illustrate effective route selection and planning
- Effectively deal with conflict

If you require further information or wish to book a course please contact us via telephone or email.



## VIP Close Protection Refresher

### Who is the course for?

Qualified VIP Protection Officers

### Course aims

To refresh VIP Close Protection Officers

### Objectives

By the end of the course, students will be able to:

- Identify protection contingencies
- Perform close drills
- Describe protection officers dilemmas
- Perform static protection and corridor security
- Plan for protection operations
- Demonstrate effective use of weapon retention
- Apply defensive tactic techniques
- Perform reconnaissance
- Demonstrate embus and debus skills
- Show effective walking techniques and vehicle tactics
- Perform well in a protection scenario
- Illustrate effective route selection and planning
- Handle and shoot a police firearm to required standard
- Effectively deal with conflict

## Tactical Emergency Care

### Who is the course for?

Qualified Authorised Firearms officers

### Course aims

To qualify students in Module 4 and 5 First Aid at Work, and demonstrate emergency care in a tactical firearms environment

### Objectives

By the end of the course, students will:

- Qualify in Module 4 and 5 First Aid at Work (HSE Standard)
- Demonstrate enhanced first aid and tactical care in firearms based scenarios



COURSE DETAILS

FIREARMS

COURSE DETAILS

## Tactical Emergency Care Refresher

### Who is the course for?

Qualified Authorised Firearms officers who have completed initial Tactical Emergency Care course

### Course aims

To re-qualify students in Module 4 and 5 First Aid at Work, including; basic life support and automated electronic defibrillator and emergency care in a tactical firearms environment.

### Objectives

By the end of the course, students will be able to:

- Illustrate sufficient skills and knowledge to re-qualify in Module 4 and 5 First Aid at Work (HSE Standard)
- Demonstrate enhanced First Aid techniques and tactical care in firearms based scenarios

## Firearms Tactical Advice

### Who is the course for?

Qualified Authorised Firearms Officers who may be required to provide firearms tactical advice to Firearms Incident Commanders

### Course aims

To enable students to gain knowledge and qualify in procedures required to provide firearms tactical advice.

### Objectives

By the end of the course, students will be able to:

- Identify the role of the Tactical Advisor
- Explain the initial responsibility of unarmed officers
- Describe issues surrounding command and control of firearms incidents
- Advise on issues surrounding spontaneous and pre-planned firearms incidents
- Identify the issues surrounding dealing with people
- Explain considerations applicable to multi-agency and cross border operations
- Describe considerations around deployment of armed officers in situations of public disorder

“Good course worth its weight when it comes to dealing with incidents”



## Firearms Trainers Course

### Who is the course for?

Qualified Authorised Firearms Officers

### Course aims

To develop the various skills necessary for the role of Firearms Trainer

### Objectives

By the end of the course, students will be able to meet NPFTC requirements:

- Teach shooting
- Plan and conduct shooting practises and exercises
- Describe and use common terminology

## Dynamic Entry/Intervention Initial Course

### Who is the course for?

Qualified Authorised Firearms Officers

### Course aims

To develop the various skills necessary for the role of Dynamic Intervention/Entry Officer

### Objectives

By the end of the course, students will be able to meet NPFTC requirements:

- Dynamic entry/intervention considerations and procedures
- Effective use of ladders
- Aircraft, ship, bus and coach considerations
- Post entry/intervention considerations
- Overt and covert approaches to structures

“Both trainers were enthusiastic and had good knowledge and experience making it an enjoyable course without being too stuffy”

# Driver Development

The quality of driver training provided is of exceptionally high standard and has achieved a world wide reputation for designing and delivering high quality driver training to police forces, HM Forces and other organisations from over 30 different countries. All driver training courses mirror the ACPO Police Driving Manual. As a minimum our instructors are qualified police trainers, Assessors and Approved Driving Instructors (ADI) who undergo an annual evaluation procedure to ensure continued professional development and competence. Our fleet reflects the modern day police services' requirements.

COURSE DETAILS

DRIVER DEVELOPMENT

COURSE DETAILS

## Standard Driving & Refresher

### Who is the course for?

Emergency service and HM Forces personnel who are required to respond to emergency incidents and are required to qualify under the Road Safety Act 2006 and IPCC guidelines ( 3-5 year refresher)

### Objectives

The course consists of the following units:

- Essential attitudes/stress management
- Prepare and drive police vehicles
- Motorway/multi-lane carriageways
- Drive in darkness
- Undertake emergency responses safely/correctly
- Stopping vehicles
- Maintain vehicle stability
- Environmental awareness

NB. The refresher course consists of a 90 minute assessment against the performance criteria of the standard car course followed by a 2 day refresher if unsuccessful.

## Advanced Car Driving & Refresher

### Who is the course for?

All emergency services personnel and HM Forces who are required to drive high performance vehicles

### Objectives

Both the Advance Car and the Refresher Course covers the following units:

- Essential attitudes/stress management
- Prepare and drive police vehicles
- Motorway/multi-lane carriageways
- Driving in darkness
- Undertake emergency responses safely/correctly
- Stopping vehicles
- Maintain vehicle stability
- Environmental awareness



COURSE DETAILS

DRIVER DEVELOPMENT

COURSE DETAILS

## National Protection Drivers (Security Escort) Course

### Who is the course for?

Personnel who are required to perform escort duties as part of their operational role

### Objectives

The course will cover the following units:

- Evasive and offensive driving tactics
- Protection driving skills
- Mobile protection escorts

## Standard Motorcycle

### Who is the course for?

All emergency services and HM Forces personnel who are required to ride motorcycles

### Objectives

The course will cover the following units:

- Essential attitudes/stress management
- Prepare and ride police motorcycles
- Motorway/multi-lane carriageways
- Riding in darkness
- Undertake emergency responses safely and correctly
- Stopping vehicles
- Maintain machine stability
- Environmental awareness

## Advanced Motorcycle

### Who is the course for?

Personnel who are required to ride high performance motorcycles in an operational environment or perform specialist duties where a high level of skill is required

### Objectives

The course will cover the following units:

- Essential attitudes/stress management
- Prepare and ride police motorcycles
- Motorway/multi-lane carriageways
- Riding in darkness
- Undertake emergency responses safely and correctly
- Stopping vehicles
- Maintain machine stability
- Environmental awareness

“Style and methods have raised my confidence and skill levels greatly”



## Motorcycle Escort

### Who is the course for?

Personnel who are required to perform escort duties as part of their operational role

### Objectives

The course will cover the following:

- Carry out the necessary pre-use inspection and search of the vehicle to ensure that it is safe and that the student and motorcycle are appropriately equipped for the role in accordance with legislation and policy
- Demonstrate the ability to ride motorcycles effectively, in a safe, systematic and smooth manner
- Demonstrate and or explain the appropriate use of Road Traffic Act exemptions, including tactical use of the vehicle and relevant legislation
- Carry out appropriate briefings/de-briefing for all drivers of vehicles included within the protection convoy/escort
- Demonstrate an ability to use effective communication skills and complete documentation as required
- Demonstrate knowledge of pick-up and set down techniques.
- Demonstrate and discuss route planning, cross border protocols, roles and responsibilities

- Maintain overall competency in enhanced riding skills
- Deal with individuals in an ethical manner recognising their needs with respect to race, diversity and human rights
- Discuss tactical responses to attack or compromise
- Take appropriate action at road features, hazards or points of potential conflict to ensure the safe passage of all road users

If you wish to book a course please contact us via telephone or email.

“I have learnt a lot to take back to my role I will recommend this course to my colleagues”



COURSE DETAILS

DRIVER DEVELOPMENT

COURSE DETAILS

## Emergency Response Course

### Who is the course for?

Personnel required to respond to emergency situations

### Objectives

The course will cover the following:

- Constantly assess whether an 'emergency response' is justifiable, and should be maintained
- Constantly assess whether there is justification to take advantage of legal exemptions
- Use the vehicle's emergency warning equipment appropriately
- Correctly anticipate and respond to the actions of other road users when emergency warning equipment is used
- Demonstrate safe vehicle positioning when using emergency warning equipment
- Make safe and appropriate progress when using warning equipment
- Retain duty of care while using legal exemptions
- Adhere to legal requirements and appropriate policies relating to emergency response driving

## LGV Driving (C + C & E)

### Who is the course for?

Personnel who are employed by the police or fire service and are required to drive a Large Goods Vehicle within their operational role.

### Course aims

To qualify personnel to drive a large goods vehicle

### Objectives

By the end of the course, the student will be able to:

- Demonstrate all pre-drive safety checks
- Demonstrate the ability to drive safely under all conditions
- Pass theoretical and practical examinations as defined by the Driving Standards Agency

If you require further information or wish to book a course please contact us via telephone or email.



## Passenger Carrying Vehicle Course (D + D & E)

### Who is the course for?

Personnel who are employed by the police or fire service and are required to drive a Large Goods Vehicle within their operational role.

### Course aims

To qualify personnel to drive a Passenger Carrying Vehicle

### Objectives

By the end of the course, the student will be able to:

- Demonstrate all pre-driving safety checks
- Demonstrate an ability to drive safely under all conditions
- Pass theoretical and practical examinations as defined by the Driving Standards Agency

## C1 Entitlement

### Who is the course for?

Personnel who are employed by the police or fire service and are required to drive a Large Goods Vehicle within their operational role.

### Course aims

To qualify personnel to drive a C1 vehicle

### Objectives

By the end of the course, the student will be able to:

- Demonstrate all pre-driving safety checks
- Demonstrate an ability to drive safely under all conditions
- Pass theoretical and practical examinations as defined by the Driving Standards Agency

## Laser Speed Detection Device Training

### Who is the course for?

Police Officers, PCSOs, community and volunteers

### Course aims

To provide the knowledge necessary to operate the Ultralyte Speed Scope 20/10 within manufacturers guidelines

### Objectives

By the end of the course, the student will be able to understand the basic principles of road policing enforcement technology and demonstrate their ability to safely carry out checking, accuracy tests and operating techniques applicable to devices used.



## Road Policing Officers Course

### Who is the course for?

Road Policing Officers

### Course aims

The aim of the course is to equip students with a sound knowledge of the essentials of road traffic procedures, both practical and theoretical, relative to the specialism of the role.

### Objectives

By the end of the course, the student will be able to:

- Describe the key roles and responsibilities of the investigating team as outlined in the Road Death Investigation Manual (RDIM)
- Perform a simulated roadside check/mechanical inspection on light vehicles and motorcycles. Identify and highlight contraventions of the Road Traffic Act and take appropriate action.
- Liaise effectively with Stolen Vehicle Squad
- Explain how the intelligence gathering process assists policing
- Describe and demonstrate how to conduct a field impairment test
- Understand how to correctly pack evidence, exhibit it and the assistance CSI can provide
- Understand how to prepare and undertake suspect interviews and witness statements
- Understand the principles of tachographs and which departments are available to provide expert support

- Understand the importance of scene preservation and the role of accident investigation
- Understand procedures relating to vehicle seizures
- Understand procedures relating to Proceed of Crime Act
- Describe how the force computer systems can benefit and support the road policing officer
- Demonstrate how to undertake speed enforcement and explain guidelines surrounding the deployment of equipment
- Liaise effectively with the Immigration Service

“Subject made easy to digest with clear approach and explanation”

# Management and Leadership

The department's team of dedicated trainers deliver a range of learning opportunities designed to support the development of managers and leaders at all levels from first line supervisor to senior manager. Personal development is also supported, particularly in the areas of neighbourhood policing, front counter staff and trainer development and qualification.

## COURSE DETAILS MANAGEMENT AND LEADERSHIP COURSE DETAILS

### Operational Responsibilities for Sergeants & Inspectors

#### Who is the course for?

Police officers who are to perform the role of Sergeant or Inspector for the first time and newly promoted Sergeants and Inspectors who have not previously received this training.

#### Course aims

To enable police officers performing the role of Sergeant or Inspector for the first time to fulfil their duties more confidently, professionally and effectively.

#### Objectives

The course will address the following areas of operational policing:

- The role of the FIM (Force Incident Manager)
- Firearms incidents and the use of TASER
- PSD (professional standards department) and anti corruption
- Crime scene management
- Counter terrorism
- SEARCH
- Major incidents
- Critical incidents and their initial management
- Missing persons
- File preparation

### Supervisors Development Course for first & second line

#### Who is the course for?

All developing or established supervisors (police officers and police staff)

#### Course aims

To assist both police staff and police officers to develop their management skills and to make links between their personal leadership style and their roles and responsibilities as a leader

#### Objectives

The course is designed to develop management skills. It will specifically cover:

- Situational leadership
- Transactional / transformational leadership
- Group formation
- Creative thinking political intelligence
- Positive thinking, change and motivation
- Learning styles
- Misconduct and unsatisfactory performance procedures
- The Personal Development Review (PDR) process and the development of your staff
- Leading change



## Front Counter Staff Development

### Who is the course for?

All front counter staff

### Course aims

To give the front facing staff an opportunity to enhance their skills that will assist them in their role and to encourage personal development

### Objectives

The course will explore a number of key areas that are prevalent to their role, including:

- Conflict resolution – Negotiating and communication skills
- Customer/citizen focus – Understanding the customer/citizen and developing customer care skills
- Mental health awareness – Recognising the signs and dealing appropriately

## Neighbourhood Policing

### Who is the course for?

Those engaged in Neighbourhood Policing roles that are new (0-9 months) in post.

### Course aims

To introduce and reinforce the Neighbourhood Policing ethic and its role in servicing community needs

To ensure that all neighbourhood Sergeants, Community Beat Managers and PCSO's are competent to operate and promote the Constabulary Neighbourhood Policing Policy.

### Objectives

The course covers the following areas:

- The six step model, signal crimes, Police and Communities Together (PACT), and performance
- Multi agency approach, funding issues, partnership working and the role of IAG (Independent Advisory Group)
- Presentation skills
- Community Intelligence
- Critical incident awareness
- Counter terrorism and organised crime groups
- Closure orders
- Media and marketing
- Planning and chairing public meetings



## COURSE DETAILS MANAGEMENT AND LEADERSHIP COURSE DETAILS

### Management of Critical Incidents

#### Who is the course for?

Inspectors, Chief Inspectors and Contact Centre Managers

#### Course aims

To allow delegates an opportunity to apply their knowledge and understanding of the management of critical incidents to a scenario based exercise

#### Objectives

By the end of the course, students will be able to:

- Describe the criteria for priorities that should be included in a critical incident risk assessment
- Identify key tactical issues
- Prepare a tactical plan for dealing with critical incidents
- Explain the link between tactical planning and operational delivery
- Produce a policy log and summarise the value of them for:
  - Dealing with the media
  - Family liaison
  - Community impact assessment
- Discuss the effect that the expectations and perceptions of a community could have on the management of a critical incident

- Describe how the assumptions, expectations and perceptions of the police affect the conduct of an investigation and police/community relations
- Explain the effect that cultural diversity might have on the management of critical incidents

### Critical Incident Training

#### Who is the course for?

All Sergeants, Inspectors and Communication's Team Leaders

#### Course aims

To develop knowledge, understanding and response to the identification and management of critical incidents

#### Objectives

The course will explore/address the following:

- Force policy and procedures in relation to critical incidents
- Identify and define a critical incident
- Differentiate between a critical incident and a major incident
- Conduct assessment of risk in relation to a critical incident
- Apply knowledge of critical incident management



COURSE DETAILS MANAGEMENT AND LEADERSHIP COURSE DETAILS

## Prepare to Teach in the Lifelong Learning Sector (PTLLS)

### Who is the course for?

This Award provides an opportunity for those with little or no teaching experience to explore the basics involved in teaching and learning. It is also an opportunity for those with experience of a teaching or training context to demonstrate existing levels of skills, knowledge and understanding as the first step towards Qualified Teacher Learning and Skills (QTLS)

### Course aims

To develop the student teacher's ability to plan teaching, learning and assessment processes, and demonstrate the delivery of a training session, recognising and meeting the needs of the learners and of any external requirements

### Objectives

By the end of the programme candidates will:

- Understand their own role, responsibilities and boundaries in relation to teaching
- Understand appropriate teaching and learning approaches in the specialist area
- Demonstrate session planning skills
- Understand how to deliver inclusive sessions which motivate learners
- Understand the use of different assessment methods and the need for record keeping

If you wish to book a course please contact us via telephone or email.



## Certificate in Teaching in Lifelong Learning (CTLLS)

### Who is the course for?

Staff who wish to enter the field of training

### Course aims

The aim of this programme is to study the theoretical and practical aspects of teaching/training in order to provide teachers and trainers working with a range of learners with the necessary skills, knowledge and competence to undertake their professional role with confidence and to the mutual benefit of both trainer and learner.

It develops the ability to reflect on previous experience and skills, identify principles of learning, develop communication and interpersonal skills, and give an awareness of professional roles and responsibilities

### Objectives

The Programme is divided into four units:

- Preparing to teach in the lifelong learning sector
- Planning and enabling learning
- Principles and practice of assessment
- Equality and diversity

If you require further information or wish to book a course please contact us via telephone or email.

“A very good, well delivered course which I look forward to implementing in current and future roles”



## Recruitment & Selection Skills

### Who is the course for?

Supervisors, managers and staff required to interview and select staff for recruitment, promotion, specialist posts or training purposes.

### Course aims

To develop appropriate knowledge, skills and attitudes when short listing, interviewing and providing feedback.

### Objectives

By the end of the course students will be able to:

- Demonstrate awareness and apply EO legislation relating to all stages of the selection process and encourage diversity.
- Draft/amend candidate specifications to use as the basis for the selection process
- Use a competency/behaviour based approach to effectively shortlist against essential and desirable criteria
- Design interview questions that effectively measure a candidates knowledge, skills and competency in specified criteria

- Plan and prepare an interview, which will project a professional image and put candidates at their ease
- Conduct effective interviews by eliciting key information from candidates using competency/behaviour based questioning techniques
- Record and evaluate evidence from the interview in order to make informed, accurate and objective selection decisions, based on merit
- Provide objective and constructive feedback on the selection process to both successful and unsuccessful candidates

“I very much appreciated this course, probably the most I learned in a three day course and it has given me the confidence to build on it. Thank You”



# LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

## Contacts

If you have any questions or would like to book a course, please contact:

**Lancashire Constabulary Headquarters Training Centre,  
PO Box 77, Hutton Preston, PR4 5SB**

**Phone: 01772 412350**

**Fax: 01772 412821**

**E-mail: [lancon.training@lancashire.pnn.police.uk](mailto:lancon.training@lancashire.pnn.police.uk)**

**Or fill in an online enquiry form**





LANCASHIRE CONSTABULARY TRAINING & DEVELOPMENT CENTRE

## Locations & Directions

The HQ training centre is situated within the secure Headquarters complex a few miles from Preston city centre with its shops and mainline rail links. The city is conveniently close to the motorway network and near to Manchester and Blackpool airports.

**Lancashire Constabulary Headquarters Training Centre,  
PO Box 77, Hutton Preston, PR4 5SB\***

\*Please note: If travelling to Headquarters via SatNav it is advised to use the postcode PR4 5TJ. For the Dog School or Mounted Branch please use PR4 4AQ.

