

### **Am I eligible?**

Our Eligibility criteria is detailed in full on our website. However if you have any questions which we have not answered, please feel free to contact us directly and attend the Police Officer Awareness Sessions.

### **What is the recruitment process?**

First step will be an on-line application process, which entails several on-line tests and an application form. All tests must be successfully completed before you can complete the application form. Following successful completion of the application process you will be contacted by HR to attend a Police National Assessment Centre in Bridgend.

### **How can I find out more about the selection process?**

Details of Pre-employment checks are detailed on the website. We also ask that all candidates attend the force Police Constable Awareness events on 04.09.19 or 14.09.19

### **What training will be provided?**

The first 6months will be classroom based. Police officers and police staff trainers will deliver the course at a police-training establishment in Bridgend. This is a non-residential course designed to help maximise learning potential both academically and practically and start developing operational policing skills. The classroom syllabus is based on the curriculum developed by the College of Policing, which covers all areas required for the role of a Police Constable.

Various E-learning packages alongside fitness, first aid and personal safety training will also be undertaken. At various stages of the course, student constables will need to demonstrate their understanding and knowledge through informal and formal assessment processes. This will include multiple choice examinations, assignments and practical assessments.

Constables are always expected to display the appropriate behavior and attitude during their training in line with the police service's Code of Ethics.

Following the successful completion of classroom based training, officers will commence a period of tutoring at an operational police station with a qualified tutor. Successful completion of the tutor phase will allow student constables to be placed on independent patrol.

In years two and three, whilst working in an operational environment, student constables on the apprenticeship will be working towards achieving a degree in Professional Policing Practice whilst Degree holder student constables will be working towards achieving a Graduate Certificate in Professional Policing. Recruits on both programmes will be required to complete an occupational competency portfolio during their probationary period, and will be required to complete a level of private study, outside of working hours

### **Can I decide to withdraw from the recruitment process at any point?**

The short answer is yes you can. Policing is an exciting but equally challenging role, which is not for everyone. However, we do ask that all prospective police officers fully consider these challenges and their suitability before submitting their application

### **As an Apprentice, how long will I be on probation for?**

As a **student** enrolled on the Police Constable Degree Apprenticeships (PCDA) you will have a 3 year probationary period.

### **As a Degree Holder, how long will I be on probation for?**

As a Degree Holder you will have a 2 year probationary period

### **What will the Apprenticeship probation period look like?**

Following appointment, you will embark on a 6-month initial learning programme at South Wales Police Learning and Development services Bridgend. You will also undertake a 12 week tutoring period within the community, where you will be expected to achieve independent patrol status. For the remainder of the probationary period you will carry out operational duties in the workplace gathering evidence of occupational competency. You will also be required to carry out academic elements assigned to you by a partner university. Successful completion of both practical and academic elements will result in you being confirmed in rank.

### **What will the Degree Holder probation period look like?**

Following appointment, you will embark on a 6-month initial learning programme

at South Wales Police Learning and Development services Bridgend. You will complete a 12 week tutoring period within the community, where you will be expected to achieve independent patrol status. The remainder of the probationary period you will carry out operational duties in the workplace gathering evidence of occupational competency. You will also be required to carry our academic elements assigned to you by a partner university. Successful completion of both practical and academic elements will result in you being confirmed in rank.  
**So how is one shorter than the other?** This is due to the variance in the academic requirements.

**Will I be given time to complete the academic elements of the qualification?**

You will be given some protected learning time to study however there is a high level of commitment required to commit some of your academic studies outside of work.

**If I fail at any point during the recruitment process, can I re-sit?**

If you fail at any point in the process, the force will notify you. While it is not possible to complete a re-sit, it will be possible to re-apply within six months following notification.

**Where will I study?**

All face to face delivery will take place on police premises within the South Wales Police area. Self-study and on-line learning will be carried out remotely.

**Will I receive travelling or subsistence costs during training**

*No – any travelling costs incurred will be your responsibility.*

**Will I have to pay for any course materials I need to buy? Books etc.**

Students will be provided with learning materials by both the Force and the partner University at no cost.

**I don't have level 3 qualification, can I still apply?**

Yes you can still apply for the PCDA (3 year apprenticeship) however, you will be required to carry out an on line test that measures academic capability.

**What if I want to apply but I don't have any qualifications?**

As above

**What do the on-line tests consist of:**

If you do not have a Level 3 qualification or above you must also successfully pass a verbal reason and calculation test. This will test your academic ability to Level 3. If you successfully complete the above tests, but if you fail in another part of the recruitment process, you will not be required to retake these tests again, should you wish to re-apply after 6 months. There are 2 tests that every applicant must complete (regardless of qualifications), these are a Situational Judgement test and a Behavioral Style

Questionnaire. Both of these must be passed in order to continue in the application process.

**If I am a serving PCSO or Special Constable, but I don't have a Level 3 qualification, can I still apply?**

Yes you can, however the eligibility requirements for the Apprenticeship route will still apply.

**What will happen should an applicant fail to attend an appointment?**

In the case of applicants who fail to attend any appointments during the process, without prior notification and identifying a satisfactory reason, we reserve the right to withdraw them from the process.

**Will annual leave be permitted during training period?**

Our exciting new PCDA and DHEP courses and the academic regime behind them, mean that annual leave will be restricted during the initial 6 months of your probation. Please be mindful that if you have holidays booked or are unable to attend training for any reason on days outside the pre-determined leave periods, it will mean that there is a high probability that you will be unable to join. Extended periods of annual leave cannot be accommodated during this period. On appointment you will be provided with 3 designated weeks off during your initial 6 months of training. Unfortunately due to constantly changing force requirements we are unable to provide intake/leave dates in advance

**Should a Candidate declare a disability such as dyslexia are there any reasonable adjustments for the Assessment Centre?**

If you wish to seek reasonable adjustments at the SEARCH Assessment Centre, a full diagnostic report (obtained over the age of 16) will need to be obtained and submitted, preferably at the point of application, to the recruitment team for onward transmission to the College of Policing. The College is responsible for confirmation of the validity of the report and subsequent proposal/s for reasonable adjustments. Any adjustments will need to be agreed by the candidate in advance of the assessment center. Applicants enquiring about additional reasonable adjustments should do so via the HR Recruitment team. Further information about the requirements for reasonable adjustments can be found in the Reasonable Adjustment and Accommodation Policy which is available on;- <http://recruit.college.police.uk/Officer/after-I-apply/Pages/Constables-Assessment-Centre.aspx>

**What will I be paid?**

PCDA (Police Constable Degree Apprenticeship)

Pay Point 0	£20,880	Starting salary
Pay Point 1	£24,177	Gateway 1 (12 months)
Pay Point 2	£25,269	Gateway 2 (2 years)

Pay Point 3	£26,370	End of probation (3 years)
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DHEP (Degree Holder Entry Program)

Pay Point 0	£20,880	Starting salary
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Pay Point 1	£24,177	Gateway 1 (12 months)
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Pay Point 3	£26,370	End of probation (2 years)
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The salary ranges of a constable rises to £40,128 per annum