Certificate in Knowledge of Policing (CKP)

Course Prospectus

Distance E-learning Course

Blue Light Publishing Limited
# Certificate in Knowledge of Policing (CKP)

Blue Light Publishing Limited

---

## Contents

- Introduction ............................................................................................................. 3
- What Is The Certificate In Knowledge Of Policing? .................................................. 3
- Why Obtain The Certificate In Knowledge Of Policing Prior To Applying? ................ 4
- Why Choose Us? ....................................................................................................... 4
  - Our Distance Learning Route Is Unique ................................................................ 4
  - Our Team – You’re In Safe Hands ...................................................................... 5
  - Our Track Record ............................................................................................... 5
- The Syllabus ............................................................................................................ 6
- Do I Have To Study The Syllabus In Any Particular Order? .................................... 6
- How Is The Course Delivered? ................................................................................ 7
- How Does The Police Pass Virtual Learning Centre Work? .................................... 7
- Submitting Your Portfolio For Assessment .............................................................. 9
- How Long Will It Take To Complete Each Area? ...................................................... 9
- How Much Does The Course Cost? ......................................................................... 10

---

2  www.policepass.co.uk
**Introduction**

Police Pass is the largest provider of police training in England & Wales – we have trained over 30,000 serving police officers over the last decade. We specialise in delivery via e-learning.

Our team of operational officers have an exceptional track record of devising simple to use, no nonsense e-learning products that have enabled officers to achieve their career objectives by passing police related examinations over the last decade.

We have drawn upon this vast experience in devising our unique distance e-learning package for candidates seeking to obtain the new police pre-join qualification of the Certificate in Knowledge of Policing (CKP). You can study from the comfort of your own home and will only be required to attend a single half day face to face assessment centre throughout your studies.

You can work your way through an extract of our e-learning package on our CKP web page to see just how effective our teaching methods are.

We are an “Approved Assessment Centre” regulated by OCR (Oxford Cambridge and RSA Examinations) and have attained College of Policing Approved Provider status.

These facts should provide you with peace of mind that you will be taught by the most experienced police trainers in the country, via the most cutting edge technology, and will be assessed by qualified assessors and verifiers who will ensure that you meet the learning outcomes of the syllabus and achieve the qualification with the minimum of hassle.

**What Is The Certificate In Knowledge Of Policing?**

“The Certificate in Knowledge of Policing” (CKP) is a Level 3 qualification. Achievement of the Certificate in Knowledge in Policing (CKP) will help prepare those seeking recruitment to the Police Service as a Police Constable in England or Wales. The qualification is also relevant to other related roles within the Criminal Justice Sector.

The certificate is an important element of the Professional Entry into Policing Pre-Join Strategy, and accredits the knowledge and understanding which also forms part of the Diploma in Policing qualification.

The Diploma in Policing is the minimum mandatory qualification which Regular Police Constables are required to achieve to be confirmed in rank and forms part of the Initial Police Learning and Development Programme (IPLDP).

Candidates achieving the Certificate in Knowledge of Policing through Police Pass will be able to submit their certificate as evidence of the knowledge component of the Diploma – all awarding organisations offering the Diploma in Policing recognise and accept the relationship between the CKP and Diploma in Policing.
Successful achievement of the Certificate in Knowledge of Policing does not in itself provide any guarantee of recruitment as a trainee Police Constable. Each police force within England and Wales sets out its own recruitment process and selection policy and entry requirements vary from force to force.

Prospective students are therefore strongly advised to check the specific requirements of their chosen force prior to undertaking study.

It should be noted that all candidates need to pass medical and fitness tests as well as background and security checks and undertake a series of assessments, tests and an interview at a Police SEARCH® assessment centre.

Blue Light Publishing Limited offer bespoke tuition to assist candidates to submit their application for to their chosen force as well as to prepare for the interview at a Police SEARCH® assessment centre. To find out more about this training please click on the SEARCH link on our website.

Why Obtain The Certificate In Knowledge Of Policing Prior To Applying?
The Metropolitan Police Force has already taken the lead and has made the CKP a mandatory pre join qualification. It is anticipated that this policy will be rolled out nationally in the near future — therefore the number of police forces that will also require candidates to obtain the CPK as a pre requisite to application will be increasing over the coming months.

Put simply for any force that adopts this policy – you cannot apply unless you have already obtained the CKP.

Why Choose Us?

Our Distance Learning Route Is Unique

- You can study on a full time or part time basis;
- You can revise flexibly at your own pace;
- You can study when you want, wherever you want, on demand;
- You can fit in your studies around your existing work and life patterns;
• Our e-learning product can be utilised via PC, tablet, smartphone, iOS and Android, as well as offline via our container App. You will be able to nominate up to 3 devices to access our platform.

• No other provider utilises our cutting edge bespoke platform technology that has been designed specifically for our course.

• You will only have to attend one half day assessment centre held at our regional venues.

Our Team – You’re In Safe Hands
Our teaching team boasts a wealth of both operational and teaching experience and consists of:

• A serving Detective Chief Inspector and a serving Chief Inspector;

• A vastly experienced police trainer who has spent many years delivering the predecessor to the CKP (called the IPLDP), has been awarded the prestigious Queens Police Medal (QPM);

• A university senior law lecturer who has authored several best-selling police textbooks and previously practiced as a criminal solicitor;

• A number of highly experienced police trainers who are qualified A1 and V1 assessors and verifiers who will provide the peace of mind that your assessments will be marked to the highest quality assurance standards.

Our Track Record

• We have an impeccable track record stretching back over a decade of simplifying complex legal principles and delivering the law to high volumes of candidates in a simple, engaging, user friendly manner, to ensure that candidates develop an in depth understanding of law and procedure and are able to apply their understanding to pass their assessments and progress their careers.

• We are the only police training company in the country that has a history of delivering e-learning to candidates over several years.

• No other police training organisation has trained as many candidates as us – over 30,000 serving officers have trusted us to facilitate their training needs.
The Syllabus
The awarding body OCR (Oxford Cambridge and RSA Examinations) specifies that the syllabus is divided into 4 separate areas:

Area 1 - Searching Activity
- Knowledge of searching individuals within a policing context
- Knowledge of searching vehicles, premises and open spaces in a policing context

Area 2 - Conflict Activity
- Knowledge of managing conflict in a policing context
- Knowledge of arresting, detaining, and reporting individuals within a policing context
- Knowledge of interviewing suspects in relation to priority and volume investigations within a policing context

Area 3 - Investigation Activity
- Knowledge of providing initial support to victims and witnesses within a policing context
- Knowledge of conducting priority and volume investigations within a policing context
- Knowledge of interviewing victims and witnesses in a policing context

Area 4 - Response Activity
- Knowledge of providing an initial response to incidents within a policing context
- Knowledge of gathering and submitting information to support law enforcement objectives within a policing context

Do I Have To Study The Syllabus In Any Particular Order?
Yes – you will study the syllabus in the following order:

- Induction Materials
- Area 1 - Searching Activity
- Area 2 - Conflict Activity
- Area 3 - Investigation Activity
- Area 4 - Response Activity
How Is The Course Delivered?
The College of Policing specifies that candidates must carry out 250 hours of study:

- 170 hours are conducted via “self-directed study” from the College of Policing’s study materials *(Your course fee includes a payment of £100 that we will make on your behalf to the College of Policing to receive a 3 year licence to access these materials).*
  
- The remaining 80 hours of “guided study” are conducted via the Police Pass Virtual Learning Centre where we will guide your studies utilising a variety of cutting edge blended e-learning techniques including our own video lectures, multiple choice questions with instant debriefs, guidance notes to assist you to navigate the College of Policing’s student materials as well as student forums, webcast tutorials and one to one professional discussions with your tutor where required.

How Does The Police Pass Virtual Learning Centre Work?
The Police Pass Virtual Learning Centre consists of an integrated e-learning platform that will enable you to interact with the teaching materials, our teaching team and fellow students.

You can view a demonstration video on our CKP web page which demonstrates how the Virtual Learning Centre operates.

The platform contains 5 groups – an induction group and separate groups for each of the 4 areas of the syllabus.

You will access to the learning materials for one group at a time. Due to the flexible nature of the programme, you can join a group to commence your studies for an area whenever you wish – there is no set start date. Upon submission of the summative assessment for an area you will progress to join the next group for the next area of the syllabus. This process will enable you to progressively work your way through the syllabus in a mutually supportive environment with fellow students.

The learning content for each group is pre-loaded onto a playlist of teaching materials. Consequently it does not matter when you join the group – you will receive identical guidance to your peers. Also due to the pre-recorded nature of the learning materials, you can work through the guided learning activities specified on the playlist entirely at your own pace – you will have up to 6 months to work your way through the study materials, although candidates studying full time should be able to complete the process within 2 months.

The guided learning activities for each unit will include:

- Directed study activities devised by our tutors which explain how to navigate the College of Policing’s student materials;

- Pre-recorded guidance video lectures delivered by our expert tutors;
• Guidance self-test questions – these will provide you with the opportunity to test your own understanding of the subject matter as you progress. After each question is attempted instant debriefs are provided to enable you to check your knowledge and reinforce your understanding in real time.

• A message board “event stream” facility that will enable you to communicate with our tutors and your fellow students to discuss any issues that you encounter whilst you work your way through the learning materials. Our tutors monitor all discussions and facilitate understanding by posting responses to the community. Your fellow students will also be able to assist by posting advice to promote peer lead learning.

• A forum that provides a candidate’s with the opportunity to set the agenda for our regular tutor lead debrief webcast tutorials – you can post suggestions of issues you want our tutors to address to the group.

• Debrief webcast tutorials – in order to be responsive to our student’s needs, our tutors monitor the issues raised by students in the forum and use them as a basis for discussion in their regular webcast tutorials. The tutorials are designed to fine tune candidates understanding, by honing in on issues requiring clarification, in order to gear candidates up for the submission of their assignment. The debrief webcast tutorials, which are refreshed regularly are posted on the platform and can be viewed by candidates 24/7 to enhance the flexibility of the learning experience.

• A chat room facility that enables our tutors to have one on one video web chats and instant messaging discussions with candidates where required. Our tutors will contact candidates to arrange mutually convenient times to engage in professional discussions with candidates.

You will be required to complete all of the guided and directed learning activities specified for the group prior to attempting your summative assessment.

The administration system of the Virtual Learning Centre will monitor and track your progress and performance as you work your way through the playlist for each group.

Upon completion of the guided learning activities specified in the playlist you will receive a certificate of completion for insertion into your electronic portfolio of evidence.

The summative assessment for the first 2 areas of the syllabus will be assessed via a problem question scenario that you will submit online. The summative assessment for the 3rd area of the syllabus will be assessed via the completion of an on line multiple choice question exercise and the summative assessment for the 4th area of the syllabus will be assessed via the completion of a multiple choice question exercise carried out in a controlled environment at one of our regional assessment centres.
Submitting Your Portfolio For Assessment

Having completed and submitted your assessments via the assessment section of our Virtual Learning Centre, your answers will be marked by our A1 assessors in accordance with the assessor’s criteria. They will check that you have produced evidence to meet all of the criteria specified by the awarding body OCR.

The answers to your assessments, along with your certificate of completion tracking your participation of all guided learning activities for the unit will be included in your portfolio.

The portfolio will then be internally verified by our V1 qualified verifiers, before finally being externally moderated by the awarding body OCR.

Once the awarding body is satisfied that you have met all of the learning outcomes for the syllabus you will electronically be sent a final certificate confirming that you have achieved the Certificate in Knowledge of Policing.

How Long Will It Take To Complete Each Area?

Our course is the only truly flexible study scheme on the market.

Your 6 month licence will commence from the date of purchase. The time that it takes you to complete the course will depend on whether you are studying on either a full or part time basis.

Each area should take between 1 – 6 weeks to complete depending on how much time you are devoting to your studies.

You will be expected to complete all 4 substantive areas of the syllabus within the 6 month licence period allocated.

This duration is more than adequate and is double the time offered by most other providers.

If you have not completed your studies by the expiration of the licence period you will be required to purchase an additional 6 month top up licence for a further £200.
How Much Does The Course Cost?

There are 2 payment routes:

<table>
<thead>
<tr>
<th>One Single Payment</th>
<th>Instalment Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>The course fee is £850 plus the College of Policing NCALT Managed Learning Environment (MLE) fee of £100. You will be required to make a one off payment of <strong>£950 in total</strong> at the point of commencing your studies. The course fee includes:</td>
<td>You can spread the cost of payment throughout your 6 month licence period.</td>
</tr>
<tr>
<td>• A 6 month licence to access the induction materials and all 4 areas of the syllabus via our Virtual Learning Centre;</td>
<td><strong>Payment 1 - £375</strong> The initial fee covers:</td>
</tr>
<tr>
<td>• A 3 year licence to access to the College of Policing Managed Learning Environment (MLE).</td>
<td>• The 3 year licence to access to the College of Policing Managed Learning Environment (MLE);</td>
</tr>
<tr>
<td>• All fees levied by the awarding body OCR. Special constables / PCSOs / police staff will not be required to make the £100 payment for the College of Policing NCALT Managed Learning Environment fee = <strong>£850 in total.</strong></td>
<td>• Access to the Police Pass Virtual Learning Centre for the Induction Module and Area 1;</td>
</tr>
<tr>
<td></td>
<td>• All fees levied by the awarding body OCR.</td>
</tr>
<tr>
<td></td>
<td><strong>Payment 2 - £225</strong> The payment will be made at the point of accessing the Virtual Learning Centre for Area 2.</td>
</tr>
<tr>
<td></td>
<td><strong>Payment 3 - £225</strong> The payment will be made at the point of accessing the Virtual Learning Centre for Area 3.</td>
</tr>
<tr>
<td></td>
<td><strong>Payment 2 - £225</strong> The payment will be made at the point of accessing the Virtual Learning Centre for Area 4</td>
</tr>
<tr>
<td></td>
<td>Special constables / PCSOs / police staff will not be required to make the £100 payment for the College of Policing NCALT Managed Learning Environment fee. Therefore their initial payment will be £275.</td>
</tr>
</tbody>
</table>

Payment is made via our web shop - [www.policepass.co.uk](http://www.policepass.co.uk) Upon receipt of your payment your 6 month licence period to access the Police Pass Virtual Learning Centre will commence - you will be emailed your user name and password to access the platform.

Police Pass will also pay the £100 licence fee for the College of Policing’s MLE – they will contact you directly with password details to access the MLE.

We wish you the very best with your studies and look forward to working with you in the future.