



MODULE SPECIFICATION

Part 1: Information			
Module Title	Craft Skills: A Foundation		
Module Code	UZSKEB-30-1	Level	1
For implementation from	May 2019		
UWE Credit Rating	30	ECTS Credit Rating	15
Faculty	Health and Applied Sciences	Field	Sociology and Criminology
Department	Health and Social Sciences		
Contributes towards	BSc (Hons) Professional Policing Practice		
Module type:	Standard		
Pre-requisites	None		
Excluded Combinations	None		
Co- requisites	None		
Module Entry requirements	None		

Part 2: Description
<p>This module will provide an introduction to a range of key policing skills and the academic knowledge that underpins them.</p> <p>It will cover topics including leadership and teamwork, managing conflict, communication skills, the role of the constable, wellbeing and resilience, and decision making and discretion, including the importance of self-evaluation, self-improvement and reflective practice in policing. E.g. maintaining professional standards.</p> <p>During the module apprentices will learn about theories and models linked to conflict and policing interventions including the types of situations where conflict may occur and appropriate responses. Apprentices will analyse the ethical and moral implications of the police using force and the decision-making process for resolving conflicts. As part of this examination, apprentices will be introduced to alternatives to using force in situations of conflict as well as how to employ personal protection skills.</p> <p>Apprentices will learn about the essential elements of effective communication as well as the key skills and protocols for operational use of the police radio. This will include an understanding of how regional collaboration affects radio (and other) communications.</p>

Apprentices will learn competing ideas about the purpose of the police and the range of responsibilities of those charged with delivering a professional service. As part of this, apprentices will learn about different law enforcement agencies and their roles and responsibilities and how a police constable can support them, this will include supporting CSI's and other specialists within and external to the police force. Other specialist areas of investigation like digital policing will also be introduced alongside debates on topics such as 'policing by consent'. As part of this apprentices will also develop knowledge about the extent of police powers and how these powers are regulated and exercised without bias.

The importance of officer well-being and resilience will be discussed and strategies to assist with this identified. This will include the importance of emotional intelligence and debriefing traumatic incidents using the Trauma Risk Management (TRiM) post incident management model.

As part of the introduction to decision-making and discretion, apprentices will be learn about the National Decision Model (NDM) and the rationale for its development. As part of this introduction apprentices will examine the stages of the NDM and the flexibility of approach it provides. Apprentices will learn to apply the model to different situations and the significance of recording all decisions and associated rationales. The link to the Code of Ethics will be explored.

As part of the learning and practice undertaken during the module apprentices will learn about the criminal justice system and the legislation and processes that support it and understand the process for ethical recording of policing incidents. The focus on criminal justice will also introduce apprentices to key police responsibilities and procedures to support victims and witnesses through the criminal justice system, and the procedures for managing offenders and suspects and recording significant information. Apprentices will learn about procedures and rules for caution and arrest and the alternative options available (such as out of court disposals). Apprentices will learn about the processes for detaining and escorting a suspect to custody and the statutory processes relating to this detention. Furthermore, apprentices will learn about how to apply processes for building effective case files and managing exhibits, including how to identify, seize and package digital devices as part of an investigation and the appropriate evidential processes when using data or devices as part of a case file. Finally, apprentices will learn about their responsibilities to disclose unused material to the CPS, the stages of the court process and the responsibilities associated with giving evidence at court.

The module will be delivered through block weeks of intensive learning.

Part 3: Assessment: Strategy and Details

Summative assessment

Component A

Apprentices will need to answer a number of questions in a one hour multiple choice exam which relate to aspects of the module as they relate to a range of policing skills and the academic knowledge that underpins them.

Rationale: This will assess the apprentice's breadth of academic knowledge developed during the module on the role of the constable and craft of policing.

Component B

Having watched and reviewed footage taken from a body worn camera, apprentices will write a 1500 word critical reflection on the video review. Apprentices must provide information about the context of the incident and critically discuss the decisions and actions using the National Decision Model (NDM) to explain how and why the situation was dealt with in the way it was and how the process could be improved.

Rationale: This will enable apprentices to demonstrate their understanding of the NDM and the way in which they can utilise aspects learnt from across the module to inform their decisions. This will allow apprentices to be assessed efficiently on their ability to apply knowledge in practice.

Formative assessment: Apprentices will be able to engage in formative quizzes related to policing skills throughout the module, including using aspects of online learning from the College of Policing managed learning environment (MLE).

Identify final timetabled piece of assessment (component and element)	Component B	
% weighting between components A and B (Standard modules only)	A:	B:
	50%	50%
First Sit		
Component A (controlled conditions) Description of each element	Element weighting	
1. 1 hour multiple choice exam	100%	
Component B Description of each element	Element weighting	
1. 1500 word critical reflection	100%	
Resit (further attendance at taught classes is not required)		
Component A (controlled conditions) Description of each element	Element weighting	
1. 1 hour multiple choice exam	100%	
Component B Description of each element	Element weighting	

1. 1500 word critical reflection	100%																																			
Part 4: Learning Outcomes & KIS Data																																				
Learning Outcomes	<p>On successful completion of this module apprentices will be able to:</p> <ol style="list-style-type: none"> 1. Indicate knowledge of the police constable role and maintaining professional standards. (Component A and B) 2. Articulate the form and function of broader criminal justice agencies (Component A) 3. Reference key legislation (Component A) 4. Demonstrate an understanding of the essential elements of effective and appropriate communication. (Component A and B) 5. Appraise strategies of resilience and wellbeing within policing. (Component B) 6. Explain the role of self-evaluation, and effective team working in police practice. (Component B) 7. Demonstrate an understanding of the theories, models and practices of managing conflict within policing. (Component A and B) 8. Demonstrate professional judgement and decision-making through an understanding of the theories and models of police decision making and the role of discretion within this. (Component B) 9. Explain the appropriate evidential processes including those relevant to digital policing (Component A) 																																			
Key Information Sets Information (KIS)	<table border="1" data-bbox="434 1003 1343 1384"> <thead> <tr> <th colspan="5" data-bbox="434 1003 1343 1037">Key Information Set - Module data</th> </tr> </thead> <tbody> <tr> <td data-bbox="434 1037 571 1077"></td> <td data-bbox="571 1037 730 1077"></td> <td data-bbox="730 1037 906 1077"></td> <td data-bbox="906 1037 1066 1077"></td> <td data-bbox="1066 1037 1343 1077"></td> </tr> <tr> <td data-bbox="434 1077 571 1120"></td> <td colspan="3" data-bbox="571 1077 1066 1120"><i>Number of credits for this module</i></td> <td data-bbox="1066 1077 1343 1120" style="text-align: center; border: 2px solid black;">30</td> </tr> <tr> <th data-bbox="434 1153 571 1310">Hours to be allocated</th> <th data-bbox="571 1153 730 1310">Scheduled learning and teaching study hours</th> <th data-bbox="730 1153 906 1310">Independent study hours</th> <th data-bbox="906 1153 1066 1310">Placement study hours</th> <th data-bbox="1066 1153 1343 1310">Allocated Hours</th> </tr> <tr> <td data-bbox="434 1310 571 1352" style="text-align: center;">300</td> <td data-bbox="571 1310 730 1352" style="text-align: center;">148</td> <td data-bbox="730 1310 906 1352" style="text-align: center;">0</td> <td data-bbox="906 1310 1066 1352" style="text-align: center;">0</td> <td data-bbox="1066 1310 1343 1352" style="text-align: center;">148</td> </tr> </tbody> </table> <p data-bbox="434 1417 1455 1485">The table below indicates as a percentage the total assessment of the module which constitutes a;</p> <p data-bbox="434 1525 1503 1697"> Written Exam: Unseen or open book written exam Coursework: Written assignment or essay, report, dissertation, portfolio, project or in class test Practical Exam: Oral Assessment and/or presentation, practical skills assessment, practical exam (i.e. an exam determining mastery of a technique) </p> <table border="1" data-bbox="630 1731 1327 1960"> <thead> <tr> <th colspan="2" data-bbox="630 1731 1327 1774">Total assessment of the module:</th> </tr> </thead> <tbody> <tr> <td data-bbox="630 1809 1184 1852">Written exam assessment percentage</td> <td data-bbox="1184 1809 1327 1852" style="text-align: center;">0%</td> </tr> <tr> <td data-bbox="630 1852 1184 1895">Coursework assessment percentage</td> <td data-bbox="1184 1852 1327 1895" style="text-align: center;">50%</td> </tr> <tr> <td data-bbox="630 1895 1184 1937">Practical exam assessment percentage</td> <td data-bbox="1184 1895 1327 1937" style="text-align: center;">50%</td> </tr> <tr> <td data-bbox="630 1937 1184 1960"></td> <td data-bbox="1184 1937 1327 1960" style="text-align: center;">100%</td> </tr> </tbody> </table>	Key Information Set - Module data											<i>Number of credits for this module</i>			30	Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours	300	148	0	0	148	Total assessment of the module:		Written exam assessment percentage	0%	Coursework assessment percentage	50%	Practical exam assessment percentage	50%		100%
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Reading List	https://rl.talis.com/3/uwe/lists/AE100EA5-47E1-767F-5AC2-9F5C249B717D.html?lang=en-US&login=1																																			

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First Approval Date (and panel type)	15 April 2019 (Special University Validation Panel)		
Revision ASQC Approval Date		Version	Link to RIA