



Devon & Cornwall Police
Building safer communities together

Year 10
Work Experience
Placement Pack 2020

Cornwall & Isles of Scilly
Basic Command Unit

Information Page

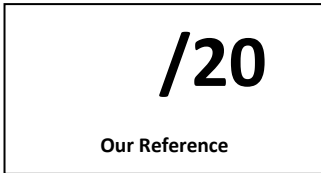
Thank you for considering a Year 10 Work Experience Placement with the Devon & Cornwall Police. We are unable to offer operational placements for under 18's due to Health & Safety reasons; but welcome applications for type of placement we do offer. As an Equal Opportunity Employer all applicants will be treated fairly, and will be subject to a Police Check. Please follow the list of guidance below to ensure your best chance of securing the placement of your choice:-

- Complete the application forms **yourself** in **black ink** and post it to the address below.
- Ensure the application form is filled out neatly and all part complete.
- Do not apply for more than one week's placements, as we only accept one week placements.
- Ensure your application has the correct postage on it, and reaches us soon as possible.
- **Enclose a SAE Envelope for a reply (With the correct postage applied to it)**

If the date of your School/College/Academy is not the same at the two weeks we offer, you will need to speak with your work experience co-ordinator, as we do not offer placements outside of these dates. Whilst we have no set entry criteria for acceptance, we often take into consideration involvement in positive activities such as: Community Police Cadets, Duke of Edinburgh's Award, Sports Leader, Public Services or Peer mentoring. All applicants will be notified as whether they have been successful in securing a placement soon as possible, you may however be required to be interviewed as part of this process. Applications are accepted from October to April, offering a maximum of 30 places per course. Please submit the later three pages of this five page application pack. However, a supporting letter would be accepted to support your application form. **Treat this application as if it is a real job you are applying for!!**

You will need to arrange your own transport to and from your placement location and also provide your own lunch and refreshments. Dress will be White Shirt/Blouse (capable of being worn with a tie) and Black Trousers/Skirt and shoes. Police Cadets will be expected to wear Police Cadet uniform.

Code	Location	Student Constable Course
East	Bodmin Police Station 28 th June -2rd July 2020 Application closing date, 1 st May 2020 The force will not offer any other dates outside the above date for East Cornwall	This placement aims to simulate conditions at a Police Training College, and involves taking part in training exercises, crime scenarios, first aid training, marching and problem solving activities. In addition there will be talks, and opportunities to speak with specialist departments such as Response, Traffic, Firearms and Dog Officers. This is by far the best opportunity to undertake a work experience placement with ourselves, with thirty places are available on each of these two courses.



Work Experience Programme 2020 – Placement Application Form

This form must be completed in black ink by the applicant. Ensure all details are correct, incomplete forms will be rejected.

1. Placement Dates & Details

Table with 2 columns: Placement Selection and Details (Please check this date with your School, College or Academy before submitting your application.) and East Course (Bodmin) 29th June to 3rd July 2020

2. Applicant & Parent/Carers Details

Form with 15 rows for applicant and parent/carer details including fields for Full Name, Gender, Date of Birth, Home Address, Home Postcode, Home Telephone Number, Your Mobile Number, Your E-Mail contact details, Parents/Carers: Full Name, Parents/Carers Mobile Number, School/College/Academy Name, and School/College/Academy Telephone No.

3. Information about yourself (Please circle answers where appropriate **Failure to complete this will result in your application being declined**)

a). Are you currently a Community Police Cadet?	Yes / No Which Unit?
b). Are you participating in the Duke of Edinburgh's Award?	Yes / No Bronze / Silver
c). Are you undertaking a Public Services Course at School/College	Yes / No
d). Hobbies and Interests (Army Cadets, Fire Cadets, Peer Mentoring, Scouting, Guiding etc)	
e). Sporting Interests (Dancing, Football, Hockey, Sports Leader, Swimming, Rugby, etc)	
f). Details of any Part Time Work or Volunteering you undertake on a regular basis.	
g). Additional information (Due to the high volume of applicants, this section could be what makes the difference in you getting a place or not!! Make it count!)	

4). Work Experience Consent

a). Code of Conduct: I understand that whilst engaged on a placement with the Devon & Cornwall Police that they will endeavour to ensure I am treated in a fair way and that in return, they expect high standards from participants, good behaviour and an understanding that all reasonable instructions need to be followed. I understand that if a student fails to comply with instructions, or displays inappropriate behaviour that their actions will be dealt with. This will firstly by being given a verbal warning, and secondly with a written warning if the behaviour persists, the final step can result in the individual being excluded from their placement.

b). Medical Consent: I agree that if Medical attention is required and I cannot be contacted, that I authorise those running the course to undertake consent in my absence, until I can be contacted.

Name of Student	
Date of Birth	
NHS Medical Card No: (This is essential)	
Doctor	
Medical Conditions, Allergies and Medications Other	

c). Transport Consent: I agree that if the Devon & Cornwall Police undertakes any transport arrangements for my child to and from the venue or during this course, that this will be taken with appropriately insured vehicles and qualified drivers. I do understand that I will responsible for the conveyance of my child to and from the venue (if not arranged otherwise).

d). Building Consent: I agree to the Devon & Cornwall Police undertaking arrangements in relation to the use of any building or venue deemed suitable for my child's work experience placement.

e). Signed Consents

I am the Applicant and agree to the conditions/consents listed in a-d above.

Signature of Applicant:	Date:
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I am the Parent/Carer of the applicant and agree and consent to this application

Signature of Parent / Carer:	Date:
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I am the Work Exp Co-ordinator and approve the date the applicant has requested

Name of Work Exp Co-ordinator	
Signature of Work Exp Co-ordinator:	Date:

Must be completed

Email:

Tel:

Please return this completed application form to:

CIOB BCU Work Experience Co-ordinator, PC 5503 J Dorman St Austell Police Station,
Palace Road, St Austell, Cornwall, PL25 4AL

E-Mail 15503@devonandcornwall.pnn.police.uk

Telephone 01726 223734