

Study Pack

Public Services

Future Careers

Firefighter

Earning potential: £22K-£42K

Police Officer

Earning potential: £20K-£60K

Armed Forces

Earning potential: £16K-£35K

Source:
National Careers
Service

Public Services Study Pack 2020



Student Name

YOUR COURSE

A Public Services job role requires a wide range of skills from great teamwork and communication to problem solving and self-discipline. As part of the course here at Wakefield College you will learn about various Public Services job roles and discover the key elements required to perform them to the highest levels. The topic areas to be covered during your course include Government Policies, Law and Criminology, Map Reading, Practical Teamwork, Health and Fitness, Understanding Discipline plus many more aspects. You will be enrolled onto either a one-year course or a two-year course which will allow for UCAS points to be accessed if you are thinking of continuing your studies in Higher Education.

MEET THE TEAM



Amy O'Keefe – Head of Department Sport & Public Services.



Stuart Bloomfield – Curriculum Development Manager Public Services.



Nafisa Ahmed (Student Group Leader Access) – specialist areas include the Legal System and delivering on Access to Higher Education course.



Nick Young (Student Group Leader Level 2) – specialist areas in Outdoor Expeditions and Land Navigation.



Adam Booth (Student Group Leader Level 3 Year 2) – specialist areas include Criminology, Understanding Discipline and Group Projects.



Ben Porter (Student Group Leader Level 3 Year 1) – Currently holding a commission (CFCB) at the rank of Captain, Ben's specialist areas include an academic background in Public Sector Management, experience of managing uniformed personnel, and he has an in-depth experience of leading and managing military events.



Amy Richards (Programme Leader HE) - Specialist area includes a wide-ranging profile of legal experience stretching across both criminal and civil law with recent industry experience in the Crown Prosecution Service, Rotherham Youth Offending Team and the Personal Support Unit based in Leeds Combined Court.



Joe Fisher (Student Group Leader Level 1) – specialist areas include Health and Fitness, Nutrition and Teamwork.

A little example of student success here at Wakefield College...

Millie originally started on the level 2 programme after achieving a disappointing GCSE portfolio due in some ways to underlying health issues that impacted on her final year in high school. It is credit to Millie's commitment and application to her studies that she achieved the highest grade possible in her level 2 studies before progressing to level 3, all the time while continuing in her GCSE Maths resit.

Millie showed incredible progress on the level 3 Diploma in Uniformed Public Services course while finally achieving GCSE Maths in 2019/20. As well as regularly achieving the highest grades in assessments, her willingness to give 100% effort all the time not only encouraged classmates, but also staff. This was evident in both the classroom and when out on trips and residential. Millie is more than happy to assist others and is comfortable working alone and in groups.

Millie's high level of motivation will likely continue as she enters Higher Education with us studying on the Public Service Management course next academic year.



In this workbook there are some activities for your consideration, to support your transition to Wakefield College. If you have any questions regarding the course or any of the activities in this booklet, please do feel free to contact me on B.Porter@wakefield.ac.uk.

We look forward to seeing you in September! Stay safe!

TASK

The Uniformed Public Services are made up of several teams and agencies using the space below can outline some of the Uniformed Public Services you think we will discuss during your time on the course and if you can link some specific jobs to the service(s) identified:

<u>Public Services</u>	<u>Job roles linked to the service</u>

RESEARCH TASK

As part of the Public Services there are various laws and rules that must be followed correctly to protect and serve the nation. During the course you will learn about various aspects of the law and the methods used to uphold it. Your next task requires you to explain the POLICE AND CRIMINAL EVIDENCE ACT 1984. Use the space below to describe and explain what this is:

Police and Criminal Evidence Act 1984

RESPONDING TO EMERGENCY INCIDENTS TASK

The following task is to see how you would react in an emergency (major) incident, this is generally something that requires a large response from the services, so usually more than one service will attend the scene.

The Scenario:

It is 4:30pm on an icy cold Monday afternoon.

999 has been dialled and YOU are the first Police Officer at the scene of a road traffic collision involving at least 5 vehicles on a busy dual carriageway that leads into a city centre.



A variety of vehicles are involved; cars, a minibus, and a heavy goods vehicle (HGV) are visible but others are not. There is thick black smoke coming from the collision site leading you to suspect fire and the HGV has spilled some of its load, a liquid of some kind. The central reservation barrier is damaged, as is the road surface. Debris from the incident is covering a sizeable area of the road. Skid marks are visible, and you notice CCTV cameras are pointing directly at the scene. You spot people who appear to be photographing/filming the scene on mobile phones.

It is too early to tell how many people are involved but people are congregating on the hard shoulder, some carrying injuries (blood is visible) and others in a dazed/confused state.

Read the incident details very carefully then provide written answers to the following questions.

1. What are YOU going to do? Tell me the first 3 things in order of importance (i.e. what needs to be done first, second then third)

2. What might YOU need to collect/preserve as evidence from the scene? Tell me at least 3 things.

3. Why do you think people feel the need to film such events?

In Reality:

Such incidents are not uncommon events for our Public Services to deal with, as such, a system is in place to assist officers when responding to events like this one.

METHANE

Regardless of the Public Service you work for your priority is to save lives, but you must also be careful to not put yourself in danger. Following that, METHANE is actioned.

METHANE is a checklist that came into place around 10 years ago. ALL Public Services follow this course of actions and will be prompted to provide any missed information by fellow officers or radio operators. It is vital full details of the event are reported so the Public Service response can be correct.

M	Major Incident declared?	
E	Exact Location	
T	Type of incident	
H	Hazards present or suspected	
A	Access - routes that are safe to use	
N	Number, type, severity of casualties	
E	Emergency services present and those required	

So, upon arrival at the road traffic collision site after saving lives YOU would work through this checklist providing answers and your thoughts (e.g. where is the exact location of the crash? What hazards can you see? How many casualties? etc) to radio operators who then pass the information on to colleagues and other Public Services who will be assisting. Perfect/correct answers are hoped for but not expected at this stage. Big incidents like this one constantly change; something might explode, you might not be able to see a motorbike trapped under a car, it might start raining which could damage evidence etc. As a Public Service officer, you are simply expected to do your best.

LIKE FILMS? HERE ARE A FEW FILMS YOU CAN WATCH!

FILMS YOU COULD WATCH

- Dunkirk (Netflix)
- Green Zone (Netflix)
- Line of Duty (Netflix)
- Our Girl (BBC iPlayer)

DOCUMENTARIES YOU COULD WATCH

- SAS: Who dares wins? (More 4)
- 999: On the front line (More 4)
- The Secret Policeman (Mark Daley) (You Tube)

The Uniformed Public Services, Adventurous Activities & Expeditions

- Every one of the UK's Uniformed Public Services (UPS), uses a range of adventurous activities and expeditions within their normal operations.
- On every level of our UPS courses, you will study and participate in adventurous activities and expeditions, including hiking, where you will develop a range of skills valued in the UPS.
- You need to understand what these activities may be, why the UPS use and value them so much, and why they are so important to your successful completion of the course (and hopefully your progression into a UPS career).

Complete this research task:

Create a list of as many "adventurous activities" you can think of:

Create a list of reasons **WHY** the UPS use adventurous activities and expeditions:

You now need to get yourself ready for the course physically, as you know in order to become a Uniformed Public Services officer you will be required to pass fitness tests and generally have a good level of fitness. A good overall fitness level will not only allow you to progress in specific job roles but also allow you to have improved overall health & wellbeing and improve your capabilities within your chosen job role.

HOME WORKOUT

Research suggests that being sedentary can negatively affect your physical and mental health, so staying active during this difficult time is important. Give our home workout a go, or better yet create your own!

1. Choose 2 exercises from each column below.
2. Perform each exercise for 45 seconds each (no rest in between).
3. After completing all 8 exercises, rest for 1 minute.
4. Repeat circuit 3 times.



Upper Body	Lower Body	Core	Cardio
<p>Press-ups</p> 	<p>Squat Jumps</p> 	<p>Plank</p> 	<p>Star jumps</p> 
<p>Tricep dips</p> 	<p>Glute bridge</p> 	<p>Leg raises</p> 	<p>High knees</p> 
<p>Shoulder taps</p> 	<p>Wall sit</p> 	<p>Sit-ups</p> 	<p>Jumping lunges</p> 
<p>Air punch</p> 	<p>Lunges</p> 	<p>Superman</p> 	<p>Burpees</p> 

Work at a comfortable pace or push yourself to the max! Feeling good? Increase the challenge and switch from exercise to exercise faster or boost the intensity...you decide!