

## Nottingham Trent University Course Specification

### Basic Course Information

1. Awarding Institution: Nottingham Trent University
2. School/Campus: School of Social Science / City Campus
3. Final Award, Course Title and Modes of Study: BA (Hons) Professional Policing
4. Normal Duration: 3 Years – 360 Credits (**Core Requirement 1**)
5. UCAS Code: TBC

### 6. Overview and general educational aims of the course

The BA (Hons) Degree In Professional Policing (**Core Requirement 1**) course is primarily designed for those students wishing to gain the necessary pre-entry skills/experiences in order to be eligible to pursue a career in policing or law enforcement following graduation.

This course provides you with a comprehensive understanding of policing through combining both academic inquiry and, where applicable, real-world policing practice. A number of complex challenges are faced within modern policing and so your studies will encompass a variety of both national and international criminological and legal perspectives, enabling you to develop critical thinking, reflective learning and problem-solving skills, which are crucial in the role of a police officer today. In order to prepare for a career in policing, it is essential that you develop the requisite skills, knowledge and values as enshrined within the College of Policing's (CoP) 'Policing Education Qualification Framework' (PEQF), as this serves as the benchmark for contemporary professional policing.

Following completion of your degree, you will then possess all the necessary skills to be eligible for application to become a Police Officer, subject to an external recruitment and vetting process as stated in (**Core Requirement 3**).

The course team have experience in police training (**Core Requirement 7,9**), practice and research and we will provide you with a unique and innovative insight into the world of policing whilst ensuring you develop your own significant body of knowledge during your studies. In addition, a tailored tutorial system is in place to offer individual-centred advice and guidance during your time at university, and to help you prepare for life after graduation whilst a course forum includes all students and both academic and policing staff to

ensure you are supported during your studies. As such, this course directly ensures you possess all the necessary transferable graduate skills to develop a successful career within the criminal justice sector but more specifically, meet the necessary competencies to be eligible to commence a career in policing immediately upon graduation, subject to an external recruitment and vetting process and the requirements under (**Core Requirement 3**).

Summary of aims of the course:

- To provide an engaging and innovative course through which students critically assess contemporary policing issues, both domestic and international, through academic inquiry and, where applicable, professional practice;
- To develop graduates with critical analysis skills through applying criminological concepts, paradigms, theories and research practices to crime and policing issues;
- To produce graduates with the key transferrable knowledge and skills needed for entry into the Police Service in England and Wales;
- To encourage and support students in their transition to becoming independent learners, capable of, and committed to, autonomous reflection in relation to police practice;
- To produce graduates with the information, communication and organisational skills to work ethically and effectively in a range of contexts, both individually and as part of a team.

Key features of the course are:

- A committed and dynamic staff team that includes experts in police research and policy, operational police practice, police training and forensics;
- An experienced and supportive environment within which you will develop your own capabilities as an independent and reflective learner and through the application of such skills to your own academic experiences;
- A 40 credit dissertation for students;
- Tutorials which support you on an individual basis, combined with a course forum that enables you to discuss your academic and policing journey with fellow students and academic/policing staff;
- Assessment methods that test both academic knowledge and understanding, whilst also reflecting NTU graduate attributes and skills.

In order to undertake either the special constable or police volunteer streams within the course, you will be subject to further eligibility checks which are separate from/additional to the course entry requirements. In particular, for those wishing to undertake the Special Constable role:

- Candidates will need to satisfy a number of pre-employment checks such as security and financial vetting, biometric and drug testing, and a medical examination;
- Candidates will be required to complete each stage of the recruitment policy such as competency-based questions, an interview and a physical fitness test.

Every police force in England and Wales sets its own recruitment process and selection policy, and entry requirements vary from force to force. Students will be advised to check their eligibility against the force website, this may assist them in deciding whether to undertake the pre-join Degree course and/or pursue a career in policing.

Candidates need to be clear that the recruitment process to study for the pre-join Degree is separate to the recruitment process for joining a force (**Core Requirement 3**). In addition, the degree currency has a 5 years life span following graduation to recruitment opportunities within policing (**Core Requirement 1**). This module consolidates a large number of transferable skills and is the pinnacle of students attained research skills and abilities as an autonomous learner.

**Studying this degree in Professional Policing does not GUARANTEE any such employment with the police service as an officer or staff member; the degree provides you with academic entry requirement via the pre-join degree route.**

Nottingham Trent University will align this course with the policing national curriculum covering the pre-join entry route (**Core Requirement 2**).

It should be noted by the candidates wishing to study on this course that this is a knowledge only degree with sign posted options towards practice as a Special Constable, or Volunteer, with the local force. Every student undertaking this degree will have the opportunity to undertake voluntary practice.

Where students undertake voluntary practice they will share these experience

<p>with the wider group to enhance all students experiential learning throughout the 3-year degree programme.</p> <p>Student success will not solely be dependent on sign posted voluntary opportunities in order to be successful on the programme.</p> <p>The course teams knowledge and experience along with teaching and research activities will ensure the student is prepared post-graduation regardless of whether voluntary practice has been undertaken or not <b>(Core Requirement 1)</b>.</p>
<p><b>7. Course outcomes</b> Course outcomes describe what you should know and be able to do by the end of your course if you take advantage of the opportunities for learning that we provide.</p>
<p><b>Knowledge and understanding</b> By the end of the course you should be able to:</p>
<ol style="list-style-type: none"> <li>1. Construct a critical account of the origins, functions and key principles of the Police Service in England and Wales, and its role and significance within the wider criminal justice system;</li> <li>2. Critically appraise key policing and criminological concepts, theories and research methods and their applicability to crime and policing issues;</li> <li>3. Critically reflect on a variety of complex crime and social matters, the interplay between such issues, and how this impacts upon the range of responses to crime and offenders/victims and witnesses;</li> <li>4. Critically analyse the potential barriers and solutions to effective policing in a variety of contexts;</li> <li>5. Demonstrate a critical and comparative understanding of the application of effective and evidence-based practice from national and international research within UK criminal justice responses;</li> <li>6. Critically reflect on the complex legal, cultural, social and political factors influencing the operation of the police service;</li> <li>7. Critically evaluate and apply policing theories, models and criminal legislation to policing situations.</li> </ol>
<p><b>Skills, qualities and attributes</b> By the end of the course you should be able to:</p>
<ol style="list-style-type: none"> <li>8. Offer critical insight into high quality data and information from a variety of secondary and primary policing sources;</li> <li>9. Synthesise knowledge and information, and exercise critical and comparative analytical skills in the production of a research project in policing;</li> <li>10. Demonstrate both effective leadership and team working skills in a variety of</li> </ol>

contexts;

11. Demonstrate a critical application of ethics, values and professionalism, within both academic approaches to research and, where applicable, within your own applied policing conduct;
12. Take responsibility for your own policing development;
13. Develop a critical understanding, knowledge and application to an evidence based policing approach through all aspects of learning (**Core Requirement 5**)
14. Demonstrate effective communication skills.

## **8. Learning and teaching methods**

Teaching and learning methods are designed:

- To meet the aims and objectives of both the BA (Hons) Professional Policing course and the requisite knowledge and skills as stated in the PEQF;
- To align to the skills and practices required for effective and ethical police practice;
- To foster knowledge, enthusiasm and critical enquiry for the subject;
- To stimulate engagement and participation in both the learning process and, where applicable, experiential learning;
- To support and develop your abilities as an independent, reflective learner as you progress through the course.

20 credit modules usually have 2 hours contact time per week. All teaching sessions develop subject knowledge and understanding through a variety of means, and guidance on how to make use of these learning opportunities is given via the personal tutorial system and within module handbooks.

Lectures provide a basic framework or outline of information around a given subject, requiring focus and concentration in ensuring your notes capture the central issues, which you will then be required to read more widely around. Seminars provide a forum within which you are able to discuss these key issues further with staff and with a smaller number of students, offering the opportunity to develop skills in debating, critical analysis and presentations.

Teaching is enhanced by staff research and practice experience, ensuring that modules are up-to-date and address the requisite content and skills to equip you for a potential career in policing.

Many of the course modules utilise role-plays, case-study exercises or simulations within teaching sessions, in order to help you in applying knowledge to practice-orientated scenarios, within a supportive and reflective environment. Furthermore, peer assessment is utilised across the course to enable you to share your concerns and ideas with fellow students and build confidence in approaching exercises and assessments.

A number of modules on the course also place particular emphasis on developing specific streams of skillsets, for example, designing and conducting research, understanding and applying policing concepts and reflective learning, and, where applicable, experiential learning through policing practice as a special constable or police volunteer. As such, by level 6 you will become increasingly self-reliant as both a learner and, where applicable, a practitioner.

All modules on the course have their own allocated page within NTU's Online Workspace (NOW), providing you with access to content-related materials such as lecture slides, assessment guidance or recommended reading. In addition, many modules use NOW for online formative assessment tasks, whilst all modules on the course utilise online discussion boards, enabling you to post questions (anonymously if chosen) and gain a response from the course team. This combination of a range of teaching and learning methods encourages you to develop transferable NTU graduate attributes whilst ensuring that you possess all the necessary pre-entry skills in order to be eligible to pursue a career in policing or law enforcement following graduation, or for further post-graduate study (Subject to **Core Requirement 3**).

As well as online resources, the BA Professional Policing course will utilise other University resources throughout your course such as:-

- The Crime Scene House (Clifton Campus)
- Mock Court Room / Moot Room (City Campus)
- Video Interview Suite (City Campus)

## 9. **Assessment methods**

Assessment tasks are linked to the specific learning outcomes of each level of study, and, therefore, incrementally become more challenging as you progress through the degree. Each module on the BA (Hons) Professional Policing degree utilises a mixture of formative and summative assessments, in order to provide multiple opportunities to engage with assessment practice and gain constructive feedback on your work, from peers and from staff, in a timely and consistent manner (**Core Requirement 7,10**).

### *Formative Assessment*

These are tasks which are used for your developmental learning but do not contribute to credit points. Throughout the course, formative assessments have been designed to encourage reflection on the nature and content of policing and its practice, and to help you gauge your own academic progress in each of the key areas of the course. As such, formative assessment tasks provide you with the opportunity to:

- Ensure clarity regarding module assessment criteria;
- Reflect on your own academic and professional conduct;
- Practice assessment skills/knowledge;
- Receive and generate feedback on progression towards specific summative assessment tasks;
- Engage with content needed to achieve learning outcomes.

Students on this course will undertake a variety of formative tasks which include:

- In class mock exams (often referred to as 'phase tests');
- Draft report plans;
- Role play or practice scenario simulations;
- Individual/group presentations;
- Individual/group poster presentations;
- Individual/group case study or practice-based exercises

### *Summative Assessment*

These activities are aligned with the formative assessments outlined above, but they are graded, thus determining your standard of achievement against the learning outcomes of the module and the course. Summative assessment methods utilised within BA (Hons) Professional Policing are varied, in order to ensure you develop a range of key transferable graduate skills, and include:

- Essays, of varying lengths;
- Exams/Phase Tests (both essay-based and multiple choice);
- Individual presentations;
- Poster presentations, including assessed Q&A sessions;
- Reports, including a final year applied research report;
- Portfolios (containing a collection of task-specific exercises used to test practice-orientated skills);
- \*where applicable, Skills days (using scenarios and training exercises to assess practice skills)

The grade based assessment criteria utilised by NTU will be clearly explained to you at each level, whilst all students are provided with an assessment and feedback schedule at the start of each academic year (which includes summative and formative task deadlines), and online calendar reminders are used to prompt students regarding forthcoming deadlines.

Constructive feedback from staff is provided for all formative and summative assessment tasks and such feedback can take a variety of formats, whilst peer feedback is also utilised within class-based activities across the course. All summative written work that is submitted via the online drop box will receive individually tailored written feedback specific to that task, and within fifteen working days of the submission deadline. All module leaders will then provide students with the opportunity to discuss this feedback further face-to-face, via the use of assessment feedback clinics. Poster presentations or oral presentations will receive individual written *or* audio feedback, and in the case of the final year applied and research projects, formative feedback is provided throughout the year by your supervisor and on a draft of work prior to the final submission.

The final degree classification is based on a weighted average of 20 per cent of Level 5 marks and 80 per cent of Level 6 marks.

Progression throughout the degree is subject to Nottingham Trent University's degree progression processes and policies. **(Core Requirement 4)**



In addition, for those students opting to pursue the special constable stream, the specific criteria for passing each of the practice assessments will also be clearly explained to you throughout the course to ensure you are familiar with the different training/practice/knowledge requirements of Nottinghamshire Police and the CoP.

## 10. Course structure and curriculum

You will study 120 credit points of modules at each level for a total of 360 credit points across the three years. Whilst the course does not require you to have studied specific subjects prior to joining us, if you have studied subjects such as Law or Sociology, the first year moves beyond what you will have already studied, thus challenging you academically. There are no optional modules on the course due to the requirements of the College of Policing, however you will have the option to choose between two dissertation options.

### The Course Structure

#### **Level 4**

Level 4 comprises six, 20 credit point compulsory modules.

- The Role of the Police (20 Credits)
- Crime Investigations 1 (20 Credits)
- Problem Solving and Decision Making (20 Credits)
- The Criminal Justice System (20 Credits)
- Criminology and Crime Prevention (20 Credits)
- Police Powers 1 (20 Credits)

#### **Level 5**

Level 5 seeks to consolidate the knowledge, understanding and skills developed in Level 4.

- Public Protection (20 Credit)
- Evidence Based Policing (20 Credit)
- Crime Investigations 2 (20 Credit)
- Police Intelligence & Community Policing (20 Credits)
- Police Powers 2 (40 Credits)

### **Level 6**

The 'Research Project' is worth 40 credits and provides students with the opportunity to apply their knowledge to a large-scale academic project on a specific area of policing which they select. For those students who are special constables or police volunteers, the 'Applied Research Project' is the equivalent 40 credit module and the focus for this is decided in liaison with course staff and Nottinghamshire Police. This is to ensure the focus is relevant to emergent issues in local/national/international policing whilst also reflecting the CoP key thematic strands. Both versions of the module consolidate a large number of transferable skills and are the pinnacle of students attained research skills and abilities as an autonomous learner.

#### Core Modules:

- Digital Policing & Counter Terrorism (20 Credits)
- Front Line Policing (20 Credits)
- Research Project **or** Applied Research Project (40 Credits)
- Police Powers 3 (40 Credits)

The course scaffolds through evidence based policing at every level in line with the PEQF requirements (**Core Requirement 5**).

Evidence based policing starts at Level 4 and introduces you to the concepts in Crime Investigations 1 and Criminology and Crime Prevention. At Level 5 we have a specific module dedicated to the main College of Policing theme building on the scaffold from Level 4 as well as continuing the theme through Crime Investigations 2 and Police Intelligence and Community Policing. At Level 6 having had the previous elements at level 4 and 5 we round off the theme in the digital policing and front line policing modules where evidence based policing is prevalent.

As such, the course has been designed with a clear knowledge and skills progression and a logical sequence of modules within and between levels of study. Furthermore, the curriculum is designed to attract students from a wide range of backgrounds without prior learning of specific subjects, whilst remaining academically challenging to those who may possess prior knowledge, and to engage all students equally in terms of the issues explored, the adopted approaches to learning and the completion of varied assessments.

This will take place alongside a comprehensive support network of staff and fellow students in order to maximize and sustain your ability to achieve the course learning outcomes.

#### Awards

For students who achieve 360 credits an award of BA (Hons) Degree in Professional Policing will be granted.

Alternative awards where students have been unable to meet the requisite standards and ethics of police training/practice as assessed by Nottinghamshire Constabulary, or NTU;

Students may be awarded as;

- Certificate of Higher Education in Policing Studies
- Diploma of Higher Education in Policing Studies
- Ordinary (Non-Honours) Degree in Policing Studies

*We will regularly review and update our course content based on the requirements of the College of Policing, as well as feedback from students and policing employers, ensuring that our course remains current and relevant.*

### **11. Admission to the course**

Entry requirements. For current information regarding all entry criteria for this course, please see the entry requirements on the course information web page.

### **12. Support for learning**

A comprehensive support network has been created to help you get the most out of the Policing course and to maximise your chances of academic success.

**(Core Requirement 8) .**

#### *Inductions*

The course commences in Level 4 with a number of induction events designed to encourage collegiality between students from day one, whilst also familiarising you with staff that you will encounter across the course. Inductions will provide key messages as to the expectations of the course and will involve both the course team and staff from Nottinghamshire Police (regarding volunteer opportunities). In Levels 5 and 6, inductions serve as transition workshops, identifying changing standards of expectation, key differences in modules and/or assessment modes, and a reminder for students of support measures/policies available to you.

### *Tutorials*

The tutorials programme is the primary means by which pastoral care is provided. A combination of one-to-one and small-group tutorials ensure that you are allocated (and becomes familiar with) a specific academic staff member who remains their personal tutor for the duration of the course. Emphasis in Level 4 is placed on introducing you to the range of support services across the school and university including study support, mental/physical wellbeing and the NEC process, the NTU student code of conduct, and academic irregularity policy. Furthermore, a range of study skills are also explored through tutorials at all levels, designed to support you via an incremental approach, whilst issues specific to police practice will also be discussed as part of the tutorials programme at all levels of the course. Personal tutors perform mid-term reviews of students' progress and engagement across both tutorials and course modules, the outcomes of which are then communicated to students and where appropriate, students are then directed to suitable NTU support mechanisms or invited to meet with the course lead in order to identify potential barriers to engagement. All information from tutorials is also posted into a dedicated NOW page, including links to the NTU student handbook and relevant employability/student support portals, to ensure its availability to course students.

### *Course Committee and Forum*

Like all courses at NTU, the BA Hons in Professional Policing has a course committee comprised of course teaching staff, representatives from the Library services and student representatives, which meets termly to discuss arising course developments and issues.

In addition, the course has a forum which will meet several times each term and serves several functions including; a) allowing students across all levels of the course to interact and to build a shared 'policing' identity, continuing on from the induction events at the start of the year; b) providing all parties the opportunity to collectively discuss and resolve any arising issues.

#### *Libraries & Learning,*

A tour of the extended library facilities forms part of the Level 4 course induction programme and includes meeting the member of library staff assigned to the Policing course. They also attend each of the Course committee meetings to ensure regular updates on training sessions are highlighted to students and staff, and such opportunities are also emphasised within the tutorials programme in all levels of the course.

NTU staff utilise a 'dashboard' facility which integrates individual student data on attendance, use of library and engagement with student support services. This is used in conjunction with students to monitor attendance, engagement and wellbeing.

Students who fail to adhere to the Student code of Behaviour, academic regulations and the policing code of ethics will be subject to the university's academic misconduct procedures.

**(See Quality Handbook)**

[http://www4.ntu.ac.uk/adq/quality\\_handbook/handbook\\_sections/index.html](http://www4.ntu.ac.uk/adq/quality_handbook/handbook_sections/index.html)

**CADQ Website** [http://www4.ntu.ac.uk/adq/cadq\\_services\\_and\\_staff/index.html](http://www4.ntu.ac.uk/adq/cadq_services_and_staff/index.html)

**(See Student Handbook)**

[https://www4.ntu.ac.uk/current\\_students/resources/student\\_handbook/index.html](https://www4.ntu.ac.uk/current_students/resources/student_handbook/index.html)

### **13. Graduate destinations/employability**

Successful completion of the BA (Hons) Professional Policing course will ensure you possess all the requisite standards in order to be eligible to apply for a post as a Police Constable, as specified by the CoP, thus placing you in the best possible position to commence this role upon graduation (\*subject to successful completion of an external recruitment process as stated in **Core Requirement 5**).

It should be clearly identified to the candidate that successful completion of the this degree has no guarantees of future employment or eligibility to the police service. However, enhancing graduate employability is a key strategic aim of NTU and thus the course, school and wider university utilise a range of measures to ensure all its graduates develop key transferable attributes that can be

applied to employment in a range of sectors, both public and private. Careers advice and employability become increasingly central to tutorials in Levels 5 and 6.

For example, opportunities for Personal Development Planning (PDP) will be examined, and the comprehensive suite of NTU careers services will be highlighted via the involvement of the Sociology department's employability lead in the tutorial programme. You will also have the opportunity to engage in various careers events and workshops including careers fairs, and vacancy information provided by a dedicated School of Social Sciences careers team who are part of the University's employability service 'You First'.

Course team members are actively involved in external policing-related activities such as research, case consultancy and police training. In addition, external practitioners (both from the police and academia) are involved in the delivery of teaching sessions to ensure a variety of skills and expertise are shared with students. Furthermore, there is on-going membership of the UK HE Policing forum to ensure that any CoP developments are identified and subsequently developed within the course, thus ensuring the currency of the degree to future policing careers. The CoP will ensure that the national curriculum is up to date and delivered by NTU in line with the licence agreement.

#### **14. Course standards and quality**

The BA (Hons) Professional Policing has been designed so as to be fully aligned with the CoP's Policing Educational Qualification Framework (PEQF), and the NTU Quality Handbook (Section 3: Undergraduate Awards) which embodies the Framework for Higher Education Qualifications of Degree-Awarding Bodies in England, Wales and Northern Ireland (FEHQ).

Compliance with particular standards will be monitored via the following measures:

- 1) Student satisfaction with the courses organization, structure, communication, delivery, assessment, and feedback will be gathered using Evasys and via the course forum;
- 2) Course Committees take place every term, attended by course teaching staff, support staff, and student representatives from each level of study;
- 3) The course's external examiners acts as an independent reviewer of the

<p>course to ensure it meets relevant standards;</p> <p>4) Periodic Course Reviews serve to confirm the standard, relevance and quality of the course.</p> <p>5) The course is also assessed annually by the CoP who will QAA the degree and maintain a regular relationship through verbal and documented exchanges throughout the licencing period to ensure the universities fitness to deliver.</p> <p><b>(Core Requirement 11)</b></p>									
<p><b>15. Assessment regulations</b>  This course is subject to the University's Common Assessment Regulations (located in Section 16 of the Quality Handbook). Any course specific assessment features are described below:</p>									
<p>Assessment standards and features of the BA Professional Policing degree are determined via NTU in conjunction with the CoP.</p> <p>The assessment is designed to offer a variety of assessments suitable to the academic level they are designed to test.</p> <p>The course team will support the student through their assessment journey and explain all forms of formative and summative assessment, during the opening to each course module <b>(Core Requirement 7)</b>.</p>									
<p><b>16. Additional information</b></p> <table border="0"> <tr> <td>Collaborative partner(s):</td><td>Nottinghamshire Police</td></tr> <tr> <td>Course referenced to national (QAA) Benchmark Statements:</td><td>PEQF</td></tr> <tr> <td>Course recognised by:</td><td>College of Policing</td></tr> <tr> <td>Date this course specification approved:</td><td></td></tr> </table>		Collaborative partner(s):	Nottinghamshire Police	Course referenced to national (QAA) Benchmark Statements:	PEQF	Course recognised by:	College of Policing	Date this course specification approved:	
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