

Prospectus 2021-2022



PCPA

POLICE CRIME
PREVENTION
ACADEMY

Introduction

The Police Crime Prevention Academy was founded in 2017 as an initiative of the Police Crime Prevention Initiatives (Police CPI) to deliver high quality crime prevention related learning and development at the request of the College of Policing.

Police CPI is a non-profit organisation owned by the UK Police Service, with a mission 'to be a major catalyst for crime prevention'. It is best known for its Secured by Design (SBD) initiative.

Since the Academy was created it has overhauled the existing crime prevention courses and had them rigorously and independently evaluated by ProQual. This ensures that the highest quality of training is delivered and that successful candidates can receive an accredited qualification.

This prospectus will provide you with comprehensive information on the qualifications available and how these courses can also be taken as professional development. We pride ourselves on our capability to develop and deliver bespoke events and training to match unique learning demands.

This presents an opportunity for you to access learning and development designed for police. I encourage you to examine the content of this prospectus and contact the Academy to discuss how we can help you.



Guy Ferguson
Chief Executive Officer





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“ *It's always essential to continually invest in your employees development. These qualifications offer many benefits to further enhance knowledge and additional learning, which will help teams provide an even better service to the public.*

CHESHIRE CONSTABULARY

About our courses

We believe in the value of accredited qualifications which is why the Academy is an Approved Centre for the awarding body ProQual with qualifications that are portable and recognised by UK employers.

You will notice that each of our courses has two different cost options. If you wish to take a non-accredited course as Continued Professional Development (CPD), the cost per course is £50.00 per person. If you wish to take the course as an accredited qualification the cost is £125.00, the extra charge covering registration, assessment and certification fees.

There is also an option to purchase a course as CPD and then upgrade it to an accredited qualification at a later date. Please contact us if you wish to do this.

Continued Professional Development (CPD)

To complete a CPD course you will be required to complete the training package provided, whether by distance learning or online. Once completed by distance learning, you will be asked to sign a statement confirming that you have completed all sections of the courses and have fully understood the learning material. For an online course you will have to complete a short assessment exercise at the end of the learning phase. If successful, you can then print your certificate relevant to the course successfully completed.

Qualifications

Our qualifications are nationally recognised and we are the only police owned organisation allowed to deliver them. Completing a qualification is the same as a CPD course to start with, but we will need your full details so that you can be registered with our awarding body ProQual. Once you have completed the learning material you will be required to complete a work book of evidence. This is so that you can give personal examples of where you have or would apply your learning.

Once your workbook is submitted, it needs to be assessed by one of our qualified assessors. If the assessor feels you have not submitted enough evidence, they will contact you to provide you with further guidance on what is required. You cannot fail these qualifications. It is our job to make sure you have fully understood what you have learned, and how to implement your learning in the real world.

Duration of Courses

We all learn at different speeds. Therefore, we provide a guide regarding the number of hours it takes to complete these courses. Some may complete a course much faster than others. All our courses and qualifications are in English. We understand that some customers may need extra time if English is not their first language.

Bespoke Events

You may see some elements of our courses which you are interested in, but not a whole course. We specialise in adapting our material to suit your needs. If you are looking for specific elements contained within different courses, or require subjects to be included which are not listed here such as Action Counters Terrorism, please do not hesitate to contact us and discuss this further:

info@crimepreventionacademy.com

Delivery Methods

The following is a breakdown of how we deliver our qualifications, courses and events, and the subject areas we cover.

Delivery Method	Benefits
<p>Online Learning – a course or qualification delivered in its entirety online using our Learner Management System (LMS). Courses can be booked and paid for via the Academy website or directly on the system at www.crimepreventionacademyonline.com.</p> <p>A course can be completed in its entirety of the LMS and a certificate of completion will be available at the end. Customers completing a qualification will need to submit a workbook for assessment prior to certification.</p>	<p>Minimises the amount of time staff are extracted from their workplace. Courses and qualifications can be completed via computer, tablet or smartphone, often within 2 hours.</p> <p>Can be completed within 2 hours.</p>
<p>In Person Virtual Delivery – using MS Teams or similar, this can be delivered to a group at your workplace or to individuals working from home or both. They are delivered by a qualified tutor or 2 tutors should there be a large number of participants.</p>	<p>We only cost recover, so the more staff you have on a course, the cheaper per head it will cost. This method allows interaction between participants and tutors and your staff can benefit from each others' experiences.</p>
<p>In Person Classroom Delivery – this is the traditional method of classroom style delivery. Classroom delivery requires a minimum of one instructor and either the provision of a classroom or we will hire one on your behalf.</p>	<p>Some of our customers prefer this method of delivery and it allows the Academy to get participants involved in practical exercises as well as one on one support.</p>
<p>Blended Delivery – the Academy deliver mixed courses for Level 4 and above qualifications. This is because of the need to assess participants especially in relation to practical exercises, such as reading plans and conducting visual audits.</p>	<p>This allows the Academy to keep costs to a minimum during the delivery of the more advanced qualifications and courses. As much as possible will be delivered online or virtually, but some modules will be delivered in the classroom.</p>
<p>Distance Learning – these courses can be purchased directly from our website.</p>	<p>Distance learning is similar to online learning but the package of material will be emailed to the participant for them to complete when it suits them. Participants are then required to submit a completed piece of work to evidence that they have fully engaged with the course.</p>

The following pages show the qualifications we currently have available. They can also be taken as Continuous Professional Development rather than a qualification. Costs are lower for CPD because there is no fee for registration, certification and assessment.

General Courses



Level 2 Award – Understanding the PREVENT and Safeguarding Strategies

This qualification is relevant for police and partner agencies where individuals have a responsibility for identifying radicalisation and safeguarding issues in relation to vulnerable people.

COST	Qualification: £125.00 +VAT CPD: £50.00 +VAT
DELIVERY	Online or Distance Learning
DURATION	Qualification: Approximately 10 hours including completion of an assessed workbook CPD: Approximately 5 hours

Relevant for

Police and partner agencies where individuals have a responsibility to understand the PREVENT and Safeguarding Strategies for identifying radicalisation and safeguarding issues in relation to vulnerable people.

“ *This award is ideal for practitioners that require an understanding of problem solving processes and models in the workplace to support effective decision making*

COURSE MANAGER



Content

- The aim of the PREVENT and Safeguarding Strategies
- The roles and responsibilities of adults in relation to the safeguarding of children and young people
- Understanding the factors that influence vulnerability to radicalisation
- Being able to recognise the signs of radicalisation
- Understanding the role that social media plays in radicalisation
- Understanding individual responsibilities regarding the safeguarding of children and young people
- Being able to recognise indicators of abuse
- Understanding the effect of cyber-crime/online bullying on children and young people
- Understanding the process of the disclosing of safeguarding issues
- Understanding how to reduce the risk of cyber-crime/online bullying

Level 2 Award Mental Health First Aid Awareness

This qualification is relevant for any individual working across all sectors, and aims to develop knowledge, understanding and strategies to implement regarding mental health issues.

COST	Qualification: £125.00 +VAT CPD: £50.00 +VAT
DELIVERY	Online or Distance Learning
DURATION	Qualification: Approximately 10 hours including completion of an assessed workbook CPD: Approximately 3 hours

Relevant for

Individuals working in all sectors and aims to develop knowledge and understanding of mental health issues.



Content

Understanding mental health

- What is meant by the terms mental health and well being
- The aims of mental health first aid
- How the actions of others can negatively affect individuals with a mental health condition
- What is meant by the mental health continuum

Understanding common mental health conditions

- The main signs and symptoms of mental health disorders/crises/problems including: depression, substance misuse, addiction, anxiety disorders, phobias, post-traumatic stress disorder (PTSD), self-harm, suicide, eating disorders, personality disorders and psychotic disorders
- Risk factors for the mental health disorders/crises/problems listed above

Understanding the role of a mental health first aider

- The skills and strengths of a mental health first aider
- Common treatments and/or interventions for managing mental ill-health
- How the mental health first aider can support individuals showing signs or symptoms of mental health disorders or problems
- Sources of reliable information, support and guidance for mental health first aiders
- Examples of strategies that can reduce the risk of mental health issues arising

Level 2 Award – Diversity and Inclusion

This course has been developed to raise staff awareness of diversity issues within the workplace and when dealing with others. It has been designed to assist security guards but is suitable in most workplace and security environments.

COST	Qualification: £125.00 +VAT CPD: £50.00 +VAT
DELIVERY	Online or Distance Learning
DURATION	Qualification: Approximately 10 hours including completion of an assessed workbook CPD: Approximately 5 hours

Relevant for

All staff who work with others and also come into contact with others such as members of the public, University Campus personnel.

“ *This Diversity and Inclusion award is aimed primarily at security employees within an organisation who have responsibility for stop and check procedures as part of their role*

COURSE MANAGER



Content

- The terms Equality, Diversity and Inclusion in the context of the workplace
- The key principles of the Equality Act 2010
- Types of discrimination within the workplace
- How to apply your new knowledge when working
- What action can be taken with discrimination complaints

Security Courses



Level 2 Award Site Security Awareness

This course is relevant for everyone who has a responsibility to identify and take appropriate action in relation to people and situations that impact on the security of a site. It demonstrates that individuals understand the security culture of their organisation and their role and responsibility for implementing it on the site where they work.

COST	Qualification: £125.00 +VAT CPD: £50.00 +VAT
DELIVERY	Online or Distance Learning
DURATION	Qualification: Approximately 10 hours including completion of an assessed workbook CPD: Approximately 5 hours



Content

Understanding current threats

- Current methods used to commit crimes and anti-social behaviour
- Sources of information regarding potential threats
- The importance of a good security culture

Understanding the role of all staff in site security awareness

- How to conduct a visual security survey in their area of responsibility
- Methods of engagement and detection of behavioural challenges
- Best practice when searching for people and property and in conflict resolution situations

Understanding the actions to be taken in the event of an incident

- Methods of good communication and evidence gathering
- Initial steps to be taken when an incident has been discovered or identified
- How to access first aid support

“ *Having this qualification really helps to underpin elements of our Natural History Museum security strategy around delivering an exemplary service and protecting our staff, visitors and the collection.*

NATURAL HISTORY MUSEUM, LONDON

Prevention of Extremism & Terrorism Courses



These courses have been designed for staff who have a responsibility to identify potential threats at an early stage and take immediate action. They were developed with the assistance of security guarding companies and are aimed at staff who protect higher risk sites such as Banks, Stadia and Publicly Accessible Locations.

Level 2 Award Prevention of Extremism and Terrorism

This qualification in the Prevention of Extremism and Terrorism is appropriate for people who have a designated security role, such as security guards and security managers, but it's also relevant for anyone who has a responsibility to identify and take appropriate action in relation to people and situations that impact on the security of a site. It enables individuals to demonstrate that they understand the security culture of their organisation and their role and responsibility for implementing it on the site where they work.



COST	Qualification: £125.00 +VAT CPD: £50.00 +VAT
DELIVERY	Online or Distance Learning
DURATION	Qualification: Approximately 10 hours including completion of an assessed workbook CPD: Approximately 5 hours

“ *Using proven crime prevention methodologies, this course builds on officers policing experience, enabling them to dispense expert advice to reduce crime. This qualification is the key to raising the profile, recognition and credibility of our Designing Out Crime Officers.* ”

THE METROPOLITAN POLICE SERVICE

Content

- Understanding the current threats posed by extremism and terrorist behaviour including methods used, the importance of a good security culture and the identification of sources of information
- Understanding the best practices to mitigate such threats including customer engagement, best practice when searching and how to conduct a visual security survey in your area of responsibility
- Understanding the actions to be taken in the event of an incident including methods of good communication and evidence gathering, initial steps to be taken when an incident has been discovered or identified and explaining the three key objectives of emergency first aid
- The Action Counters Terrorism (ACT) E-Learning Module - Candidates are required to complete this e-learning module and provide a certificate of completion as proof

Level 3 Award Prevention of Extremism & Terrorism

The Prevention of Extremism and Terrorism Level 3 award will help you to understand current threats posed by Terrorism and Extremist behaviour including methods used, the importance of a good security culture and the identification of sources of information. This qualification is appropriate for managers of security guarding companies so that they possess the skills to support colleagues and their organisation in helping to prevent extremism and terrorism.

Content

- Understanding the current threats posed by terrorism and extremist behaviour
- Opensource intelligence gathering for your workplace
- Pre-planning to mitigate threats
- Good communication protocols for your team
- Understanding the actions to be taken in the event of an incident in support of a law enforcement response
- Crime scene preservation
- The Action Counters Terrorism (ACT) E-Learning Module - Candidates are required to complete this e-learning module and provide a certificate of completion as proof

COST	Price varies depending on delivery requirements
DELIVERY	This will vary depending on customer requirements. An amount of this course will be delivered by our qualified staff either in person or virtually using Microsoft Teams. Other elements can be delivered either online or by distance learning. The classroom / virtual delivery can be conducted at your work place and you are encouraged to invite problem solving partners to join the course, so that you can work together on current problems you face in your area
DURATION	This will vary depending on customer requirements, but we would recommend a one day classroom phase, either in person or delivered virtually, as well as further learning online or by distance learning. Qualification: One day classroom-based learning plus completion of a preliminary handbook and submission of a portfolio for assessment (Approximately 10 hours). <i>This can be delivered at your workplace or a venue can be arranged at extra cost.</i> CPD: Approximately 10 hours delivered Online or by Distance Learning.

Problem Solving Courses



Problem solving has become a key part of policing and community safety. The concept is based upon a foundation of collaboration between key agencies, so that each one can use its areas of expertise to focus on a particular issue locally, be it persistent offending and/or anti-social behaviour. Ideally, these problem solving qualifications should be delivered locally to police, local authority departments and other key agencies, so that they can work together on current problems during their learning experience.

Level 2 Award Problem Solving for Practitioners

The Problem Solving for Practitioners course is relevant for police and partner agencies where frontline officers and officials need to apply practical problem solving skills to local issues.

COST	Qualification: £125.00 +VAT CPD: £50.00 +VAT
DELIVERY	Online or Distance Learning
DURATION	Qualification: Approximately 10 hours <i>including completion of an assessed workbook</i> CPD: Approximately 5 hours

Relevant for

Police Officers and Police Community Support Officers; Community Safety Teams; Local Authority Staff involved in housing, Community Safety, Management of Public Open Spaces, Reducing Anti-Social Behaviour and Licensing.



Content

- How crimes happen
- Problem solving methods
- How to scan, analyse and respond to problems
- Assessment methods
- Recording metrics before and after a problem solving project

“ *What is exceptional about this qualification, in addition to the fantastic skills it provides for the participants is that it's truly a partnership initiative.* ”

SHEFFIELD SAFER NEIGHBOURHOOD SERVICES

Level 3 Award Strategic Problem Solving

This course has been designed to build upon the Level 2 Problem Solving for Practitioners course. It is designed to be the next step for those who coordinate or manage problem solving projects and is suitable for Police Supervisors, Local Authority Managers who operate in departments such as Housing or Planning and those engaged in the management of publicly accessible locations such parks, retail and licensed premises.

Content

- Using SMART Targets
- How to implement and manage the SARA model
- Identification of key partners and the diversity of knowledge
- The importance of gathering metrics before and after a project to evidence success and identify areas for improvement
- Instilling a Problem Solving culture in the workplace; identifying and engaging with key partners.

“ *This course provides supervisors or managers with the opportunity to explore how problem solving fits into the overall organisational approach, as well as a review of its practical application*

COURSE MANAGER



COST	Price varies depending on delivery requirements
DELIVERY	This will vary depending on customer requirements. An amount of this course will be delivered by our qualified staff either in person or virtually using Microsoft Teams. Other elements can be delivered either online or by distance learning. The classroom / virtual delivery can be conducted at your work place and you are encouraged to invite problem solving partners to join the course, so that you can work together on current problems you face in your area
DURATION	This will vary depending on customer requirements but we would recommend a one day classroom phase, either in person or delivered virtually, as well as further learning online or by distance learning

Crime Prevention Courses



Level 3 Award Introduction to Crime Prevention

The Introduction to Crime Prevention – Level 3 Award is aimed at those whose role includes providing practical, general crime prevention advice. It will also add value to existing roles that involve engagement with local communities, by enabling crime prevention advice to be offered alongside the main service to help reduce the potential for victimisation and the fear of crime.

This course is open to all persons engaged in community safety and security activities. This includes Police, such as Police Community Support Officers and Neighbourhood Policing Teams; partner agencies including Community Safety Wardens, community safety partnerships and staff whose role includes providing general crime prevention advice i.e. Fire and Rescue Service Home Safety Teams.

We also actively encourage private security companies to consider this qualification when developing their staff, so that they possess the skills to risk assess and problem solve the areas where they work.

“ *The training provided by the Academy means that the Designing Out Crime Team in West Midlands Police can continue to deliver a consistently high level of service to the communities of West Midlands.*

WEST MIDLANDS POLICE

COST	Price varies depending on delivery requirements
DELIVERY	This will vary depending on customer requirements. An amount of this course will be delivered by our qualified staff either in person or virtually using Microsoft Teams. Other elements can be delivered either online or by distance learning. The classroom / virtual delivery can be conducted at your work place and you are encouraged to invite problem solving partners to join the course, so that you can work together on current problems you face in your area
DURATION	This will vary depending on customer requirements but we would recommend a one day classroom phase, either in person or delivered virtually, as well as further learning online or by distance learning

Content

- Why crime happens
- The role of the practitioner
- Relevant legislation
- Problem-solving
- Countering terrorism through effective crime prevention
- Security products testing, certification, standards and Secured by Design
- Practical site security surveying skills.

Level 4 Certificate Crime Prevention for Practitioners

This Crime Prevention for Practitioners qualification is a more detailed examination of crime prevention practices and is aimed at those who will be providing specialist advice within their role. It is relevant for Police roles, such as Crime Prevention Officers or similar, who have crime prevention, harm reduction or vulnerable victim protection as their specialism; Local Authorities, including specialist roles within Community Safety Partnerships; security and safety specialists within partner organisations.



COST	Price varies depending on delivery requirements
DELIVERY	This will vary depending on customer requirements. An amount of this course will be delivered by our qualified staff either in person or virtually using Microsoft Teams. Other elements can be delivered either online or by distance learning. The classroom / virtual delivery can be conducted at your work place and you are encouraged to invite problem solving partners to join the course, so that you can work together on current problems you face in your area
DURATION	This is a higher level qualification which will require the submission of a work book of evidenced skills after the initial delivery phase. Candidates will usually have six months to complete and submit the workbook for assessment

Content

- Understanding the role of crime prevention in the community
- Understanding the use of security products in crime prevention including testing, certification, standards and the Secured by Design initiative
- Conducting site security surveys of non-domestic premises
- Employing a partnership approach to preventing and reducing crime including undertaking an Environmental Visual Audit
- Planning, implementing and evaluating a crime prevention initiative

Level 5 Diploma Designing Out Crime

The term Designing Out Crime has been a discipline within the UK Police Service for over 30 years and the principles behind it have been proven successful time and time again. Delegates attending this course should have a background/current role in Crime Prevention, Architecture, Planning or Designing Out Crime.

Delegates will discuss relevant topics with practitioners and professionals as well as learning how to read plans and drawings for new developments. Throughout the second week, delegates will have the opportunity to put their learning into practice in a Designing Out Crime scenario.

Content

- Understanding the principles of an evidence based preventative approach to reducing crime and anti-social behaviour
- Understanding the concept of designing out crime through the application of CPTED (Crime Prevention Through Environmental Design)
- Understanding the design phase in relation to the built environment
- Understanding the role of the planning system in relation to the built environment
- Applying designing out crime to the built environment
- Understanding the role of Secured by Design in the design process
- Understanding the purpose of testing and certification of security products
- Understanding the use of other schemes to improve security in the built environment

COST	Price varies depending on delivery requirements
DELIVERY	This will vary depending on customer requirements. An amount of this course will be delivered by our qualified staff either in person or virtually using Microsoft Teams. Other elements can be delivered either online or by distance learning. The classroom / virtual delivery can be conducted at your work place and you are encouraged to invite problem solving partners to join the course, so that you can work together on current problems you face in your area
DURATION	This is a higher level qualification which will require the submission of a work book of evidenced skills after the initial delivery phase. Candidates will usually have twelve months to complete and submit the workbook for assessment

“ *I've already seen the benefits of undertaking the Level 5 Designing Out Crime qualification and thoroughly recommend the course to anyone with an interest in Designing Out Crime.* ”

POLICE SCOTLAND

designing
out crime

designing
out crime

Law & Crime



Contact Us

0208 0160 999

info@crimepreventionacademy.com

www.crimepreventionacademy.com

Police Crime Prevention Academy
10 Victoria Street, London, SW1H 0NN

