



College of
Policing

National Police Promotion Framework (NPPF) Step Two Legal Examination Candidate Handbook 2019 v2

Rules, Syllabus and Candidate
Information for the Examination

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The College of Policing Selection and Assessment business unit comply with the international standard ISO 10667 2011 - Assessment service delivery - procedures and methods to assess people in work and organisational settings - Part 2: Requirements for Service providers. Clients may wish to consider ISO 10667 2011 - Part 1: Requirements for the Client - as it may apply in their own organisation.

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Introduction

This booklet contains the rules, syllabus and candidate information for the National Police Promotion Framework (NPPF) Step Two Legal Examinations to be conducted **from January 2019**.

This document supersedes all rules and syllabus documents previously published.

Candidates must make themselves aware of the 2019 version of the candidate handbook.

Any enquiries about the examinations should be made to the force examinations officer in the first instance and not to the Selection and Assessment Unit at the College of Policing directly.

Overview

The National Police Promotion Framework (NPPF) Governance Board reserves to itself the interpretation of its rules.

The National Police Promotion Framework (NPPF) consists of four steps;

Step One:	Competence in current rank
Step Two:	Legal Knowledge Examination
Step Three:	Assessment against rank specific competencies and matching to vacancies
Step Four:	Temporary promotion and work based assessment

Dates

The Sergeants' NPPF Step Two Legal Examination will be held on the **12th March 2019**.

The Inspectors' NPPF Step Two Legal Examination will be held on the **8th October 2019**.

1. Eligibility

In order to be eligible to enter the NPPF Step Two Legal Examination to the rank of sergeant or inspector, officers should meet the eligibility criteria for the NPPF Step One. NPPF Step One confirms that candidates have:

- demonstrated competence in that rank through their Performance and Development Review (PDR), or Student Officer Learning and Assessment Portfolio (SOLAP)/acceptable equivalent
- no live written improvement notices issued under the Police (Performance) Regulations 2012 or reduction in rank under those procedures in the previous 18 months
- no live written warning, final written warning or extended final written warning issued under the Police (Conduct) Regulations 2012 (a finding of misconduct but where no separate penalty is applied – Regulation 35(1)(b)- does not debar an officer from proceeding to Step Two)
- adhered to the attendance management policy, taking full account of the Police Advisory Board guidance on attendance management.

1.1 Sergeants' Specific Eligibility Criteria

Admission to the NPPF Step Two Legal Examination to the rank of sergeant is restricted to regular constables (those appointed to office of regular constable) who, by the date of the NPPF Step Two Legal Examination, will have:

- completed two years' service;
- completed their probationary service; and
- not previously obtained a pass in a recognised police promotion examination (i.e. are not already an OSPRE Parts I and II qualified Sergeant)

Candidates nearing completion of their probation may only register for the examination if they are supported by their force and will have achieved substantive rank by the date of the NPPF Step Two Legal Examination. It is for candidates and forces to ascertain that candidates have met this criteria. Officers who have applied early but who have not been made substantive in the rank of constable will not be permitted to take the examination.

1.2 Inspectors' Specific Eligibility Criteria

1.2.1 OSPRE Parts I and II Qualified Sergeants

OSPRE parts I and II qualified Sergeants are eligible to apply for the Inspectors' NPPF Step Two Legal Examination from the commencement (day one) of their sergeant posting provided that they have not previously obtained a pass in a recognised police promotion examination i.e. are not already an OSPRE Parts I and II qualified Inspector.

An officer promoted to sergeant under the OSPRE route is required to complete a probationary period of one year (or longer) (Regulation 5); however, any candidate who holds the substantive rank of sergeant is immediately eligible to commence Step One of the NPPF process and take the NPPF Step Two Legal Examination. OSPRE qualified sergeants are therefore entitled to take the NPPF

Step Two Legal Examination for promotion to inspector at any time following promotion to sergeant because they are a substantive sergeant from day one.

1.2.2 NPPF Qualified Sergeants

NPPF qualified sergeants are eligible to take the Inspectors' NPPF Step Two Legal Examination for promotion to the rank of inspector once they have successfully completed the NPPF route and been made substantive as a sergeant.

Only candidates who hold the rank of sergeant are eligible to take the Inspectors' NPPF Step Two Legal Examination.

Candidates nearing completion of their temporary promotion to sergeant may only register for the examination if they are supported by their force and will have achieved substantive rank by the date of the NPPF Step Two Legal Examination. It is for candidates and forces to ascertain that candidates have met this criteria. Officers who have applied early but who have not been made substantive in the rank of sergeant will not be permitted to take the examination.

1.2.3 High Potential Development Scheme (HPDS)

Candidates participating in the HPDS process should refer to the guidance for HPDS officers: <https://www.college.police.uk/What-we-do/Development/Specialist-roles/High-potential/Pages/default.aspx>

An officer who is a member of the national HPDS may enter the Inspectors' NPPF whilst temporarily promoted to the rank of sergeant. Entry into the examination is not automatic and the responsibility remains with the participating Force and the programme member to register for the NPPF Step 2 Legal Examination to ensure attendance at the Inspectors' knowledge examinations. Registration is to be made through the force examinations officer in the conventional way.

HPDS officers are subject to specific provisions made by the Police (Promotion) Regulations 1996 (as amended). Further information is available from the Leadership Services Team at: hpds@college.pnn.police.uk

1.2.4 Fast Track Programme

Candidates participating in the Fast Track Programme should refer to the guidance for Fast Track officers: <http://recruit.college.police.uk/Officer/leadership-programmes/Fast-Track-Programme/Fast-Track-Internal/Pages/Fast-Track-Internal.aspx>.

Fast Track candidates will take the examination in accordance with their programme timescales. Entry into the examination is not automatic and the responsibility remains with the participating Force and the programme member to register for the NPPF Step 2 Legal Examination to ensure attendance at the Inspectors' knowledge examinations. Registration is to be made through the force examinations officer in the conventional way.

1.2.5 Direct Entry for Inspectors

Candidates participating in the Direct Entry Inspectors Programme should refer to the guidance for Direct Entry Inspectors: <http://recruit.college.police.uk/Officer/leadership-programmes/Direct-Entry-Programme/direct-entry-at-inspector/Pages/Direct-Entry-at-Inspector.aspx>

Candidates will take the examination in accordance with their programme timescales. Entry into the examination is not automatic and the responsibility remains with the participating Force and the programme member to register for the NPPF Step 2 Legal Examination to ensure attendance at the Inspectors' knowledge examinations. Registration is to be made through the force examinations officer in the conventional way.

1.3 Career Breaks

There is provision for officers to take the NPPF Step Two Legal Examination whilst on a career break, providing that the terms and conditions of the career break agreed by their chief officer allows for this.

The force must inform the Selection and Assessment Unit of any such requests by the closing date for entry to the NPPF Step Two Legal Examination in question, together with a letter from the chief officer confirming their approval.

Candidates must attend an established examination site within England and Wales and must be in possession of their warrant card in order to attend.

1.4 Overseas Duties

An officer who is seconded on overseas duties, either acting in a certain capacity through their own force or as a Home Office volunteer, may, in certain circumstances, be allowed to take the NPPF Step Two Legal Examination at a suitable venue outside England and Wales. The force would be responsible for any costs occurred in this situation.

The force must inform the Selection and Assessment Unit of the candidate's intention and location of secondment, by the closing date for entry to the NPPF Step Two Legal Examination in question.

1.5 Suspension

Candidates who are suspended from duty will be required to provide written authority from their chief officer allowing them to attend the NPPF Step Two Legal Examination.

This written authority must be handed in at the time of registration at the examination site; prior notification must be given to the Selection and Assessment Unit.

Such candidates will have to be escorted to and from the site by officers from their own force. The escorting officers should be at least the rank of sergeant (if escorting constables to a sergeants' examination) or inspector (if escorting sergeants to an inspectors' examination).

1.6 Pregnant Officers

An officer may, if they so wish, attend the NPPF Step Two Legal Examination if it falls within a period of pregnancy. It may be possible to provide reasonable facilities to assist with an officer's attendance at the NPPF Step Two Legal Examination whilst pregnant. Applications should be made as early as practicable. Reasonable facilities may include provisions such as candidates requesting to sit in a specific area of the examination hall or requirements to stand up and move during the

examination (See Section 3- Reasonable Adjustments and Accommodations for more information).

A copy of the most recent pregnancy related force risk assessment may be submitted to the Selection and Assessment Unit prior to the candidate sitting the NPPF Step Two Legal Examination, to allow any appropriate provision of reasonable facilities to be made for pregnant officers. Every effort will then be made to ensure that reasonable facilities are provided and that any hazards identified within the risk assessment are minimised or reduced by adequate control measures.

1.7 Maternity Leave

The NPPF Governance Board/College of Policing shall not act or encourage candidates to act contrary to Section 72 of the Employment Rights Act 1996, which specifies that an employee whilst on compulsory maternity leave must not work, or be permitted by their employer to work, during the two-week period from the date of childbirth.

However, an officer may, if they so wish, attend the NPPF Step Two Legal Examination if it falls within a period of maternity leave. It may be possible to provide reasonable facilities to assist with an officer's attendance at the NPPF Step Two Legal Examination whilst on maternity leave. Reasonable facilities may include provisions such as candidates requesting to sit in a specific area of the examination hall or requirements to stand up and move during the examination (See Section 3- Reasonable Adjustments and Accommodations for more information).

Any application for reasonable facilities requests should be made no later than the closing date for entries for the NPPF Step Two Legal Examination.

Where an officer takes maternity leave, maternity support, maternity related sickness, adoption leave, shared parental leave or a career break for the purposes of care, the time taken shall not count towards the relevant NPPF Step Two Legal Examination validity period. For example, where an officer has three years remaining in the NPPF Step Two Legal Examination validity period and takes maternity leave for one year, the remaining validity upon return to work will be three years.

1.8 Paternity Leave

An officer may, if they so wish, attend the NPPF Step Two Legal Examination if it falls within a period of paternity leave. It may be possible to provide reasonable facilities to assist with an officer's attendance at the NPPF Step Two Legal Examination whilst on paternity leave.

Any application for reasonable facilities requests should be made no later than the registration closing date for the NPPF Step Two Legal Examination

Where an officer takes paternity leave, paternity support, adoption leave, shared parental leave or a career break for the purposes of care, the time taken shall not count towards the relevant NPPF Step Two Legal Examination validity period. For example, where an officer has three years remaining in the NPPF Step Two Legal

Examination validity period and takes paternity leave for one year, the remaining validity upon return to work will be three years.

2. Applications

2.1 NPPF Step One

Applications to enter the NPPF Step One are only acceptable when approved and submitted on behalf of the candidate by their chief officer. Applications must be:

- (a) completed prior to discussing suitability with line manager
- (b) made on the prescribed College of Policing candidate registration form obtainable from force examination officers;
- (c) endorsed/not endorsed by the line manager and Operational Command Unit Commander/Head of Department/nominated deputy;
- (d) returned to the force examinations officer for onward transmission to the Selection and Assessment Unit at the College of Policing.

2.2 NPPF Step Two

The candidate registration form completed at NPPF Step One must be received by the Selection and Assessment Unit at the College of Policing not later than:

- **30th November 2018** to enter the Sergeants' NPPF Step Two Legal Examination 2019
- **1st July 2019** to enter the Inspectors' NPPF Step Two Legal Examination 2019

Candidates must keep a copy of their registration form and a record of both the date they sent it to their force examinations officer and to whom it was addressed. **It is the responsibility of each candidate to ensure, via their force examinations officer, that their completed registration form has been submitted to and received by the Selection and Assessment Unit at the College of Policing by the closing date for applications.** Late candidate registration forms will only be accepted under exceptional circumstances.

2.3 NPPF Steps Three and Four

NPPF Steps Three and Four are both managed in force and candidates should follow their own 'in force' procedures.

2.4 Data Protection Legislation

Candidates registering for the NPPF Step Two Legal Examination are requested to provide personal and biographical data on the registration form. In accordance with the Equality Act 2010 it is good practice to know the demographic of people applying for examinations so that policing can build an accurate workforce picture. Through this form we ask for your name so we can effectively manage examination logistics. Your name, or any identifiable information will not be shared with any other organisation except your force/organisation, and will not be used for any other purpose. We ask for your help to develop an understanding of workforce diversity so we can monitor any potential barriers faced, however providing this information is voluntary.

The information you provide will be held by the College of Policing for the purposes outlined above and in accordance with the General Data Protection Regulation (GDPR), the Data Protection Act 2018 (DPA 2018) and our duties under the Equality

Act. We will use the information collected from you to report on the demographic of those attending. Your information will be used to form statistics and reports that are high level and will not identify you or any other individual. Your information will only be held in an identifiable form for as long as is necessary by the College of Policing and in accordance with our privacy notice. You have certain rights under the GDPR regarding your personal data, which includes the right to access data held about yourself, to ensure it is accurate and a right to request that it be deleted or no longer processed. You also have the right to complain about the processing of your information if you are not happy about any aspect of the processing.

The NPPF privacy notice can be found on the candidate registration form. For more information about your rights please see our full privacy notice on the College of Policing website, which can be found on our 'Legal' page. You can also contact our Data Protection Officer by emailing: Data.Protection@college.pnn.police.uk

2.5 Sitting with a Different Force

In exceptional circumstances, candidates may wish to sit at a different examination site to that hosted by their own force. Candidates should speak to their Force Examinations Officer in the first instance, detailing the reasons for the request. The Force Examinations Officer will then need to liaise directly with the other force to ascertain if they can accommodate this request. The decision as to whether a candidate can sit at a different examination site rests with the candidate's own force and the accommodating force where the candidate wishes to sit the examination. The Force Examinations Officer is responsible for informing the Selection and Assessment team of any candidates who will sit at a different site prior to the withdrawal date for candidates.

3. Reasonable Adjustments and Accommodations

3.1 Reasonable Adjustments (Disability Related Requests)

Candidates who can demonstrate that they have any form of disability as defined by the Equality Act 2010 may apply for reasonable adjustment. This includes candidates with a neurodiversity such as dyslexia.

Candidates are advised to notify their force examinations officer in the first instance of the disability and their intention to request reasonable adjustment. The force examinations officer should ensure that the candidate obtains a report containing a diagnosis of their disability and recommendations for reasonable adjustment from an appropriate specialist in the area of their disability. The candidate may wish to discuss options with their local force occupational health department prior to sourcing a specialist. In making their recommendations, the specialist should have a clear understanding of the format of assessment the candidate will be undertaking.

It should be noted that the assessment should have been completed since the candidate reached the age of 16 years. For neurodiversity reports, the specialist completing the report would normally be a Chartered Occupational Psychologist, a Chartered Educational Psychologist or a specialist teacher with a Practising Certificate in Specific Learning Difficulty (SpLD) Assessment.

3.2 Accommodations (Non-Disability Related Requests)

Candidates with impairments that fall outside of the Equality Act 2010 definition of disability such as certain injuries or conditions from which the candidate is expected to recover within 12 months may be eligible to apply for an accommodation. The College of Policing aims to provide all candidates with a fair assessment and will aim to support requests for accommodations where these are appropriate. However, in considering whether an accommodation is appropriate it is important to ensure that the accommodation does not change the standard the candidate is being measured against nor that the candidate is provided with an unfair advantage over other candidates.

Candidates who believe they may be eligible for an accommodation in the examination should contact their force examinations officer in the first instance. Candidates may need to obtain a specialist report, but it may not be necessary in all cases, depending on the nature of the request.

Please Note: The information in Sections 3.1 and 3.2 above does not preclude a candidate, whose force is not aware of the disability and who wishes to maintain confidentiality of it, from approaching the Selection and Assessment Unit at the College of Policing directly. Candidates should however be aware that confidential requests for reasonable adjustments may diminish the extent to which reasonable adjustments can be made.

3.3 Offering Reasonable Adjustments and Accommodations

A psychologist will consider the recommendations within the report or request. Where a candidate has a disability and this is evidenced by their report, the psychologist will confirm what would constitute reasonable adjustment for the specified assessment process. Candidates will be advised in good time, prior to their attendance, of any adjustment or accommodation which is being offered.

Any adjustments or accommodations offered will be applicable to the examination applied for; however if a candidate is re-entering the exam and has previously submitted and accepted a reasonable adjustment there is no need to resubmit a report if they are content to receive the same reasonable adjustment as previously. Please note candidates will still need to notify their intention to request a reasonable adjustment.

The candidate is required to provide written confirmation to the Selection and Assessment Unit of their acceptance of the reasonable adjustment or accommodation offered prior to undertaking the examination process. The reasonable adjustment or accommodation will then be arranged and provided during the candidate's examination.

3.4 Further Information

For further details on applying for reasonable adjustments and accommodations, candidates should refer to the **College of Policing Selection and Assessments' Policy on Accommodations and Reasonable Adjustments**, available on the College of Policing website. Candidates and force examinations officers should refer to this document before obtaining a report or making a request for an accommodation or reasonable adjustment.

[http://www.college.police.uk/What-we-do/Development/Promotion/Documents/College of Policing Selection Assessments%27 Policy on Accommodations.pdf](http://www.college.police.uk/What-we-do/Development/Promotion/Documents/College%20of%20Policing%20Selection%20Assessments%27%20Policy%20on%20Accommodations.pdf)

The report must be submitted to the Selection and Assessment Unit no later than the closing date for reasonable adjustments. **The closing date for applications for reasonable adjustments is the registration closing date; 1st July 2019 for the inspector's exam and 30th November 2018 for the sergeant's exam.** Failure to submit in accordance with this deadline could impact on the ability of the Force/College of Policing to coordinate the request in time for the examination, and therefore applications for reasonable adjustments and accommodations received after the notified closing date will not be accepted unless extenuating circumstances can be proved in writing. It is the candidate's responsibility to plan ahead to ensure that the closing date for reasonable adjustment and accommodation applications is met.

4. Examination Structure and Syllabus

4.1 Structure

The Sergeants' and Inspectors' NPPF Step Two Legal Examinations consist of a single, 150 question multiple choice examination paper of three hours duration.

Questions will test candidates' knowledge and understanding of four areas: Crime, Evidence and Procedure, Road Policing, and General Police Duties.

The syllabus content examined is cross-referenced to, and only contained within, the 2019 edition of the Blackstone's Police Manuals. These texts are the only official resource endorsed by the College of Policing and contain the required legal knowledge for prospective sergeants and inspectors. Examination questions are drawn solely from the contents of these manuals. Candidates will be examined on the law and procedure only as it appears in the latest edition of the Blackstone's Police Manuals. Candidates are advised not to rely on previous editions which will contain out of date material.

The College of Policing strongly recommends that all candidates use the latest edition of the manuals. Candidates who are members of the College of Policing can receive a 30% discount on the manuals. More information can be found on the membership pages of the College of Policing website.

For non-members:

<http://www.college.police.uk/Membership/Pages/default.aspx>

For members:

<https://membership.college.police.uk/news/blackstones-manuals-discount/>

4.2 Syllabus Updates

Usually, no further updates or supplements to the NPPF Step Two Legal Examination Syllabus will be issued during its year-long lifespan. However, in exceptional

circumstances, the NPPF Governance Board reserves the right to instruct the College of Policing to issue an amended syllabus in advance of the next scheduled annual publication date. Any changes to legislation or common law that is derived from custom and judicial precedent rather than statutes following publication of the latest edition will not be included in the examination paper for that year, unless suitable prior notification is given.

For example, a major change to a key area of legislation or procedure during the lifespan of the current Rules and Syllabus document might render a significant part of the current NPPF Step Two Legal Examination syllabus content obsolete. In such circumstances, it may be necessary for an update or supplement to the syllabus to be issued, to guide candidates on any additional material which would be examinable.

Any updates or supplements to the Syllabus will be made available through the NPPF Step Two Legal Examination pages of the College of Policing website <http://www.college.police.uk/What-we-do/Development/Promotion/Pages/NPPFStep2.aspx> and will be distributed to all force examinations officers. The College of Policing will ensure that any syllabus updates or supplements are distributed well in advance of the examination date, to ensure that candidates have sufficient preparation time to familiarise themselves with any additional examinable material. Where possible, any additional study materials would be provided to candidates free of charge.

Please note that syllabus updates will only be made in exceptional circumstances and will not be made for every change to legislation included within the syllabus. Unless notification is provided by the College of Policing through the channels outlined above all of the syllabus will remain examinable as per the Blackstone's 2019 manual regardless of any changes within the law. For further guidance on this issue, candidates should regularly check the College of Policing website, or consult their force examinations officer, during their preparation period. Candidates should not contact the Selection and Assessment Unit at the College of Policing directly with queries.

4.3 Examination Development

All multiple choice questions contained within the examination paper are written by trained question writers who have attended the College of Policing Multiple Choice Question Writing course.

All questions are linked to the syllabus to ensure that all of the examination questions are relevant to the rank of sergeant or inspector.

The questions are quality assured by the College of Policing's Legal Services Unit and independent legal experts, who check the legal accuracy of all of the questions. All questions go through this quality assurance process to ensure that the examination is legally accurate and up to date.

4.4 Validation Questions

Each question paper will contain 10 questions that are being validated, meaning that candidates will be scored on 140 questions. In order to trial as many validation questions as possible and in order to ensure the examinations are continually updated with reliable and fair tests of the syllabus, multiple variations of the examinations are created. The variations of the examination paper only apply to the 10 validation questions, all candidates receive the same 140 marked questions.

The use of validation questions within examinations is accepted as good practice among major testing organisations. Validation questions are included in the examination for trial purposes only.

The questions do not contribute to the candidate's final score, and candidates are not informed of the location of the validation questions within the paper.

To ensure the questions are a fair test of the syllabus, the questions are validated before being used as an actual examination question. All of the examination questions are evaluated against standard criteria which are used to show whether questions are of an acceptable standard. Only questions that meet the necessary

psychometric criteria are included in future exams because only these questions have been shown to be a reliable and fair test of the syllabus.

Validation questions are included within the examination so that candidates answer them in the same way that they would answer the live questions, therefore providing more realistic statistics by which to decide whether or not the questions can be used in future examinations. This does not mean that all questions covering new areas of the syllabus are validation questions. Questions may have been validated in another way and candidates are advised to treat all questions equally.

By continuing this cycle of pre-testing within the examinations, the College of Policing can continue to provide examinations which test a representative range of the syllabus, whilst also ensuring that all of the questions that are included in the scored examination will be rewarding those candidates who have prepared sufficiently for the test.

4.5 Subject Content

The subject content for each of the examinations has been identified using a nationwide survey of operational sergeants and inspectors, together with strategic input from the NPPF Governance Board.

This survey produces a blueprint of those areas within the syllabus that are considered to be both important and frequently encountered by officers holding that rank.

The established blueprint is reflected in the balance of questions included in each paper. This means that potential sergeants and inspectors are more likely to be tested on those areas of legislation that have been identified as the most relevant and frequently encountered by the officers already serving at the target rank. However, it should be noted that candidates may be asked questions which relate to any part of the syllabus. The syllabus is approved by the NPPF Governance Board and reflects all aspects of the roles nationally. Therefore some areas of the syllabus may be less relevant to different roles depending on force, region and role; however, all areas are examinable as the examination needs to reflect the rank at a national level.

Although the syllabus content is similar in many respects for both ranks, some rank specific areas are different as indicated in the Blackstone's Police Manuals and within the content detailed in the appendices of this document. Whilst there are some key areas where a high level of knowledge is required, the examination is not aimed at testing pure factual recall of those matters, which would be readily available for immediate reference in the workplace. Candidates will not be examined on their ability to simply recall information that is contained solely within the tables in the Blackstone's Police Manuals. However, where the text directly refers to a paragraph of one of the Codes of Practice to the Police and Criminal Evidence Act 1984, candidates will be expected to know the relevant provision(s) of that Code.

The appendices of this document set out the general areas to be tested within the NPPF Step Two Legal Examination syllabus and are intended primarily as an aid to help candidates in planning their study for the respective ranks. The definitive reference source for examinable material is the latest edition of Blackstone's Police Manuals.

4.6 Further Guidance

Further guidance and information about the NPPF Step Two Legal Examination can be found on the NPPF Step Two pages of the College of Policing website <http://www.college.police.uk/What-we-do/Development/professional-development-programme/National-police-promotion-framework/Pages/National-police-promotion-framework.aspx>

Any queries about the examination should be directed to force examinations officers and not to the Selection and Assessment Unit at the College of Policing directly.

5. Rules on Examination Day

5.1 Arrival

Candidates must ensure that they are at the examination room at the designated time of 09:30 hours, and must be seated at their desk in the examination room no later than 09:45 hours. The examination room doors will close at 09:45 hours in readiness for the briefing and distribution of question booklets. The doors to the examination room will close at 09:45 hours and candidates who arrive after 09:45 hours will **not** be admitted to the examination under any circumstances.

Any candidate who enters the examination room after being refused permission to do so will not receive a question booklet and will be reported to their force Professional Standards Unit.

There is no provision for appeal against being disallowed entry due to lateness caused by extenuating circumstances. Candidates should make sufficient provision to arrive at the examination room by 09:30 hours.

On entering the examination room candidates will be seated alphabetically by surname. Candidates must occupy the desk assigned to them by the invigilator. If you have a valid reason for doing so, you may ask permission from the Senior Invigilator to change desks. This request may be made at any stage of the examination.

5.2 Warrant Cards

Candidates must bring their examination notice and their warrant card to the NPPF Step Two Legal Examination. If the examination stationery bears a different name to the candidate's warrant card then written proof of the name change must be brought to the attention of the Senior Invigilator before the start of the briefing. Candidates must ensure that their warrant card photograph and personal details are correct and legible.

Any candidate who is unable to produce their warrant card, for whatever reason, without written explanation from their chief officer and without prior notification to the Selection and Assessment Unit at the College of Policing, will not have their examination answer sheet marked. If the examination has commenced before the missing warrant card is brought to the attention of the Senior Invigilator, this ruling will still apply.

5.3 Declaration Notice

The decision to take the NPPF Step Two Legal Examination is that of the candidate, and all candidates must sign the Declaration Notice before being permitted to take the examination.

Candidates should note that prior to the start of the NPPF Step Two Legal Examination, they will be asked to sign a declaration as follows:

- "I wish to undertake the examination and in doing so, agree to the following criteria:
- I will abide by all of the rules of the National Police Promotion Framework Governance Board

- I am fit to take the examination
- I am suitably prepared in relation to my knowledge, understanding and application of the law.
- I am aware that any factors which should have been apparent to me at the time of signing this document cannot be used later to support a challenge to either the fairness of the examination process or the assessment of my performance.”

Any candidate who declines to sign the declaration for the NPPF Step Two Legal Examination will not be eligible to take part.

5.4 During the Examination

Candidates must not leave the examination room during the examination, unless accompanied by an invigilator.

Candidates must not permanently leave the examination room during the first 30 minutes or the last 30 minutes of the examination.

Strict silence must be maintained throughout the examination. Candidates must not communicate with others during the examination.

If candidates wish to seek the attention of an invigilator they should do so by raising their hand.

Candidates must not remove the question booklet (or any part thereof), the answer sheet or the examination notice from the examination room. These items must be left in the examination room.

Candidates must not gain or attempt to gain any unfair advantage during the examination. Candidates must not obtain or attempt to obtain assistance from another candidate, or introduce into the examination any unauthorised book, manuscript or other material, or use any electronic copying or audio/recording equipment during the examination. To avoid any misunderstanding, candidates are required to leave all books, notes, and other relevant material in a designated area of the examination room before the start of the examination.

All alarmed wristwatches, mobile telephones and any other electronic devices must be switched off. Candidates may not use mobile phones, MP3 players, Smart Watches or any other electronic devices during the examination. Any candidate seen to be using these devices will be asked to remove them by an invigilator.

Candidates who are absent from the NPPF Step Two Legal Examination will be reported to the force centre representative on the day of the examination. This is to ensure that absentees are identified to forces on the day of the examination, thus fulfilling a duty of care to candidates.

Candidates found to be in breach of the examination rules will be reported to their force examinations officer and Professional Standards Unit. Their result may also be nullified by the NPPF Reports and Disqualifications Panel.

5.5 Code of Ethics and Conduct

The Code of Ethics applies to all officers, staff and volunteers across the police service in England and Wales. All police personnel in leadership roles are critical role models

and the right leadership will encourage ethical behaviour. Those who are valued, listened to and well led are likely to feel a greater sense of belonging, and so be more likely to take pride in their work and act with integrity. Candidates will be expected to:

- take personal responsibility for promoting and reinforcing the principles and standards set out in the Code
- actively seek to embed the Code by ensuring regular reference to it in their day-to-day decision making and professional responsibilities within policing
- use the Code to support the individuals for whom they are responsible and to guide them in performing their duties.

The highest standards are expected from all police officers and staff but this is especially important for those in roles where greater autonomy and decision making is expected. Therefore it is essential that candidates participate in the promotion process with the Code fully supporting their actions, contributions and decision making. Candidates who are found to have acted in a manner that contravenes the Code or any of its principles, may be removed from the promotion process by their force.

Any information passed to you during your examination, including the questions within the examination paper, has been disclosed to you in the course of your duties as a police officer. The NPPF Governance Board regards the improper disclosure of such information as a serious breach of confidentiality and will ensure that any reported instances are fully investigated under the police complaints procedure.

6. Non-Attendance

6.1 Withdrawals

The withdrawal date for the NPPF Step Two Legal Examination is approximately six weeks prior to the date of the examination. The exact date will be notified to force examinations officers.

Candidates must inform their force examinations officer in writing, by the withdrawal date if they wish to withdraw. The force examinations officer will notify the Selection and Assessment Unit.

Candidates who wish to withdraw from the examination after the withdrawal date will be marked as absent from the examination. There is no national penalty applied for withdrawing or being absent from the examination, although forces may implement their own penalties for absent candidates.

Once a candidate has withdrawn from the examination, they cannot be re-entered. Candidates who receive their examination notice and then withdraw, or, request to withdraw but still receive an examination notice because the two have crossed in transit, are not eligible to attend the examination. If they do so, their answer sheet will not be marked.

Candidates who withdraw from the examination will not automatically be re-entered into the next examination.

6.2 Absence

Candidates who attempt to withdraw from the NPPF Step Two Legal Examination after the withdrawal date, and then subsequently do not attend, will be marked as absent from the examination.

Candidates who do not attend the NPPF Step Two Legal Examination will be marked as absent from the examination.

Candidates who are absent from the NPPF Step Two Legal Examination will be reported to the force centre representative on the day of the examination.

All potential candidates are encouraged to consider carefully whether they genuinely wish to attempt the examination before they submit their registration. Forces may implement their own penalties for absent candidates, and therefore candidates should report their reasons for absence to their force examinations officer.

6.3 Sickness

A candidate who is either medically or self-certificated unfit for work or is on 'restricted duties', through illness or injury, must provide a certificate from their Force Medical Examiner (FME) or equivalent, confirming their fitness to attend. Candidates must notify the Selection and Assessment Unit, via their force examinations officer, before the NPPF Step Two Legal Examination of their circumstances and must hand in the FME's certificate at the time of registration.

A candidate who is either medically or self-certificated unfit for work or on restricted duties, and is not in possession of an FME certificate of fitness, should not attend the NPPF Step Two Legal Examination.

Failure to disclose that they are medically or self-certificated unfit for work or on restricted duties through illness or injury, will render candidates ineligible to submit their medical condition as extenuating circumstances.

Attendance and participation with the approval of the FME will mean that the medical condition cannot be submitted as extenuating circumstances.

If a candidate has an illness or injury which has only become apparent to them on the day of the scheduled attendance at the NPPF Step Two Legal Examination, then they should refer to Section 5.3 of this document, under Declaration Notice. It will then be their decision as to whether they attempt the NPPF Step Two Legal Examination, or report sick and not attend.

If a candidate becomes unwell during the NPPF Step Two Legal Examination they should inform one of the invigilation staff at the examination centre.

7. Pass/Fail Criteria

The pass requirement in the Sergeants' and Inspectors' NPPF Step Two Legal Examination is an absolute standard (set pass mark). Those candidates who achieve a score equal to or above the set pass mark will be awarded a pass. Candidates who are unsuccessful in the NPPF Step Two Legal Examination will return to NPPF Step One, regardless of whether they achieve a fail or a 'low band fail' result.

7.1 Sergeants' Examination Criteria

Candidates must achieve 55% or more in the NPPF Sergeants' Step Two Legal Examination in order to be awarded a pass.

Candidates who achieve a score of 75% or above will be awarded an exceptional grade and their chief officer will be notified of their success in the examination. Candidates who achieve a score of below 30% will be awarded a low band fail. There is no national penalty for achieving a low band fail; however, some forces may choose to add their own local conditions regarding this.

7.2 Inspectors' Examination Criteria

Candidates must achieve 65% or more in the NPPF Inspectors' Step Two Legal Examination in order to be awarded a pass.

Candidates who achieve a score of 85% or above will be awarded an exceptional grade and their chief officer will be notified of their success in the examination. Candidates who achieve a score of below 35% will be awarded a low band fail. There is no national penalty for achieving a low band fail; however, some forces may choose to add their own local conditions regarding this.

7.3 Inspector Fast Track Programme

In order to remain on the programme, Fast Track officers are required to achieve the required pass mark of 65% (or above) in the NPPF Step 2 Inspectors' examination. Fast track officers who achieve between 55% and less than 65% subject to the approval of their chief officer will be allowed the opportunity to remain on the Fast Track programme. Such officers will be provided a retake opportunity the following year. Those officers who are already OSPRE® Part I qualified to Sergeant and fail to score above 55% will be allowed the opportunity to remain on the programme subject to the approval of their chief officer. Such officers will be provided a retake opportunity in year two.

Failure to achieve 65% at the second attempt will result in removal from the programme reverting to the substantive rank achieved at that point and to a standard track career path. Officers are reminded that the five year validity period commenced the date that they took the Inspector's legal knowledge exam, not the date they were informed of the legal knowledge exam result or the date they left the Fast Track Programme.

Officers who voluntarily leave the Fast Track programme are also entitled to remain within the standard promotion process providing they have attained the 55% pass mark or above and are within the validity period. In most cases officers will enter the standard promotion process at Step Two and be eligible to apply for a place at NPPF Step Three. A pass at the Inspectors' NPPF Step Two Legal Examination will remain valid for five years for those that choose to defer from the programme.

8. Results

The NPPF Debrief Panel will consider the administration of each NPPF Step Two Legal Examination following each delivery and prior to the results being issued. The panel comprises a National Police Chief's Council nominated Moderator, a member of the College of Policing Legal Services Team, a representative from the College of Policing Workforce Transformation Unit, and a representative from the College of Policing Selection and Assessment Unit.

Before the College of Policing can issue results, the NPPF Debrief Panel will:

- consider the impact of any unscheduled events which occurred during the administration of the NPPF Step Two Legal Examination
- inform any candidate who is suspected of irregular behaviour, e.g. attempting to gain unfair advantage during the NPPF Step Two Legal Examination, breaching confidentiality, that their result will be withheld until the NPPF Reports and Disqualification Panel has considered the circumstances
- ratify the results prior to their release

The NPPF Debrief Panel will **not** consider any reports of extenuating circumstances.

All results and feedback reports will be issued to candidates within eight weeks of the examination. Due to the number of candidates taking the examination, the time for receiving results cannot be shortened. The Selection and Assessment Unit takes all measures to ensure that the answer forms are scanned accurately and the examination is then marked by an occupational psychologist and checked for accuracy. The results lists and feedback reports are then generated and checked. The Selection and Assessment Unit understands that it can be frustrating for candidates to have to wait for results but the marking and checking of the results goes through several stages to ensure accuracy before being released to forces and candidates.

A list of results indicating pass, fail, exceptional, low band fail, withdrawn and absent candidates for the NPPF Step Two Legal Examination will be sent to the chief officer, via the force examinations officer for each force. Individual result notifications in the form of a candidate feedback report will be sent to candidates by e-mail or to force examinations officers to be forwarded to the respective candidates, depending on the result delivery option chosen by the force.

The candidate feedback report can be used by the organisation and the individual candidate to identify any strengths and developmental needs in the areas which have been examined and assessed. The report includes a summary of candidates' final grading and total percentage score obtained in the examination. This is also broken down into subject areas, and compares candidates' performance against their force and national averages. Candidates who have attained a 'low band fail' or 'exceptional' pass will be informed in this document.

The feedback report also acts as proof of the candidate's result and must be retained by candidates for future reference.

Candidates can therefore expect to receive their results by:

- NPPF Step 2 Sergeants' Examination- **7th May 2019**
- NPPF Step 2 Inspectors' Examination- **3rd December 2019**

9. Validity

The NPPF Step Two Legal Examination pass is valid for five years (less one day) from the date of taking the examination. For a candidate to be eligible to complete the NPPF Step Three, the date of the result of the Step Three process must fall within this period. If a candidate has not reached this point of the NPPF Step Three within the period from the date of taking the NPPF Step Two Legal Examination, they must return to NPPF Step One. This decision was made by the Police Promotion Examinations Board (PPEB) and subsequently upheld by the NPPF Governance Board.

The effect is summarised in the following tables:

9.1 Sergeants' National Police Promotion Framework

Date passed NPPF Step Two Legal Examination	Must be successful at NPPF Step Three by
11 March 2014	10 March 2019
10 March 2015	09 March 2020
08 March 2016	07 March 2021
14 March 2017	13 March 2022
13 March 2018	12 March 2023
12 March 2019	11 March 2024

The validity period of the 2013 Sergeants' NPPF Step Two Legal Examination has now expired.

9.2 Inspectors' National Police Promotion Framework

Date passed NPPF Step Two Legal Examination	Must be successful at NPPF Step Three by
07 October 2014	06 October 2019
06 October 2015	05 October 2020
04 October 2016	03 October 2021
03 October 2017	02 October 2022
09 October 2018	08 October 2023
08 October 2019	07 October 2024

The validity period of the 2013 Inspectors' NPPF Step Two Legal Examination has now expired.

A candidate who is unsuccessful at reaching the appropriate standard at NPPF Step Four must return to NPPF Step Three. The candidate should be informed of the reasons by their force and supported by a development action plan for potential re-entry at NPPF Step Three. The candidate must wait for 12 months from the date they revert to their substantive rank before they can make a further attempt at NPPF Step Three. The candidate cannot make a further attempt at NPPF Step Three within the 12 month development period. Candidates who have less than 12 months validity period **at the time** they revert to their substantive rank will lose any remaining validity period.

Candidates who fail to achieve a satisfactory standard as outlined above, and whose NPPF Step Two validity period has expired **at that time** will return to NPPF Step One.

Candidates in the final year of their NPPF Step Two validity period may choose to enter the NPPF Step Two which falls on the final anniversary of their previous attempt. This provision

comes at the expense of any remaining validity period of the previous pass between the closing date for entries to and the date of the NPPF Step Two Legal Examination. Candidates may, however, opt to retain the remainder of their NPPF Step Two validity period in anticipation of an NPPF Step Three process which may take place between the closing date for entries to NPPF Step Two and the next examination date. These candidates may not re-enter the NPPF Step Two until the following year.

9.3 Extensions to Validity

Extensions to the validity period will be considered for officers who have taken maternity leave, paternity leave, maternity related sickness leave, adoption leave, or a career break for the purposes of care. The time taken shall not count towards a reduction of the relevant NPPF Step Two (legal knowledge examination) validity period. For example, where an officer has three years remaining in the NPPF Step Two validity period and takes maternity leave for one year, the remaining validity period upon return to work will be three years. Extensions to validity will also be considered for officers who have experienced periods of sickness which have led to long term absences and/or have had a long term, substantial adverse impact on an individual's day to day activities.

Extensions to validity cannot be considered in cases of lack of promotion opportunities or not achieving promotion to the next rank within the validity period.

10. Extenuating Circumstances and Unscheduled Incidents

10.1 Extenuating Circumstances

Extenuating circumstances are likely to be a serious event or a series of events.

Lack of preparation and/or a heavy workload prior to attendance are not considered to be extenuating circumstances.

Sickness through illness and injury cannot be rendered as extenuating circumstances as there is a separate policy dealing with this.

Reports of extenuating circumstances will **not** be considered by the NPPF Reports and Disqualification Panel. It will be the decision of the candidate as to whether they sign the declaration notice and attempt the NPPF Step Two Legal Examination or decline to attend. Please refer to Section 5.3 for the content of the Declaration Notice.

10.2 Unscheduled Incidents

Unscheduled incidents such as fire alarm activation are reported as a matter of course to the NPPF Debrief Panel. Where there is supporting evidence, candidate performance will be checked pre and post the event.

Any candidate who wishes to report any unscheduled incidents that they believe may have adversely affected their performance, in the NPPF Step Two Legal Examination, must do so in the form of a written report. It is the responsibility of the candidate to provide all of the supporting evidence at the time of writing.

The report must be countersigned by the candidate's line manager or above. The countersigned report must then be submitted by the candidate and received by the Selection and Assessment Unit within seven days of their scheduled attendance date.

This will be the only opportunity for candidates to submit reports. Reports which are not countersigned or are not received within the specified time scale will not be forwarded to the NPPF Reports and Disqualifications Panel. Reports sent to the Selection and Assessment Unit after results are notified will not be considered.

A copy of the endorsed report should also be sent to the candidate's force examinations officer. This is the responsibility of the candidate. The Selection and Assessment Unit will acknowledge registered reports to candidates via the force examinations officer.

Reports from NPPF Step Two Legal Examination candidates who are successful will not be considered further. Only unsuccessful candidates will have their reports considered.

The NPPF Reports and Disqualifications Panel cannot change a fail result into a pass. However, it is recognised that some forces may choose to apply localised criteria for eligibility to the NPPF Step Two Legal Examination. As such, the Panel does have the discretion to send feedback to the candidate's force, suggesting that they might consider

waiving the candidate's current examination attempt from any locally applied criteria. Where appropriate, the panel can also decide to provide feedback to the Selection and Assessment Unit, force examinations officers or chief officers on the future administration of the NPPF Step Two Legal Examination.

10.3 Special Considerations

The NPPF Debrief Panel will consider applying special considerations to candidates affected by unscheduled incidents. Unscheduled incidents are defined as disruptions which are unforeseen and outside of the candidate's control which can be considered to have a direct and substantial impact on the candidate's result. Examples of the types of unscheduled incident which will be accepted include prolonged electrical power cuts, failure of lights, failure of clocks, significant noise disruption which is sustained or errors made by invigilation staff such as incorrectly timing the examination. By their very nature unscheduled incidents will impact on all candidates at a particular test centre where the disruption occurs.

Issues relating to the content of the examination will not be included in considerations relating to unscheduled incidents. Special considerations will not be applied to extenuating circumstances affecting individual candidates.

The NPPF Debrief Panel cannot change a fail result into a pass. However, the Selection and Assessment Unit will apply special consideration by awarding an allowance of 1% of the total raw marks available within the examination where the NPPF Debrief Panel and the Selection and Assessment Unit Marking Panel consider an unscheduled incident has occurred at a test centre which is likely to have had a direct and substantial impact on candidates' results.

The Selection and Assessment Unit will not accept applications for special consideration from individual candidates.

Application for special consideration must be made on behalf of all candidates attending a specific test centre by the force contact or force examinations officer. The force contact or force examinations officer will be required to provide any corroborating evidence in relation to the application for special consideration which will be supplemented by evidence provided by the Senior Invigilator from the test centre.

Applications for special consideration should be submitted in accordance with existing timescales for submission of reports, i.e. in the seven days following the examination. Applications received after this time will not be considered.

It will be the responsibility of the force contact or force examination officer to provide evidence in relation to the disruption and how this significantly impacted on the delivery of the examination. In the event the NPPF Debrief Panel determine awarding special consideration is appropriate this would be applied to all candidates at the affected test centre.

10.4 Question Queries

On occasion, Selection and Assessment may receive a query regarding the legal accuracy or fairness of a question included within the examination from a candidate. The examinations are subject to a rigorous design process. All items used within each administration of the NPPF examination go through a number of review stages to ensure that they meet the necessary psychometric criteria required to confirm they are fair for inclusion in the exam. To ensure the questions are a fair test of the syllabus, all questions

are validated before being used as an actual examination question. Items in the examination are reviewed legally on a number of occasions. This is to ensure that the item is legally accurate and a fair test of candidates' knowledge of the syllabus. This means that before any item is included in an exam, Selection and Assessment can be confident that it is suitable for use.

However, during the marking process Selection and Assessment review any queries raised by candidates in relation to specific items, and also review any items which have not performed as expected to ensure updates to the questions have been made correctly and that the psychometric properties of the question are within the acceptable parameters. The item is also reviewed by the College of Policing's Legal Services team to provide a post-examination legal review. This is to determine if the item represents a fair test of the syllabus and is answerable from the Blackstone's Manuals. If no issues are identified then the item is deemed suitable to include in the marking process. As a result of the rigorous development process and the post-examination process it is rare for any items at this stage to be identified as unsuitable for inclusion in the marking process. However, should this arise then steps are taken to ensure that no candidate is disadvantaged from this (e.g. providing all candidates with a mark for that question). All candidates will be informed of the steps taken within their candidate feedback letter should this situation occur.

10.5 Remarking Examination Papers

There is no provision for candidate's to contest their result once these have been released or to request to have their examination paper remarked. As stated earlier, the Selection and Assessment team adopt a very rigorous and thorough marking process to ensure all papers are accurately marked and checked. All extenuating circumstances and unscheduled incidents reported in line with the guidelines above will be taken into account when marking. Once the results have been released, these are final and Selection and Assessment will not remark papers.

11. NPPF Reports & Disqualifications Panel

The NPPF Reports and Disqualification Panel, comprising a National Police Chief's Council nominated chief moderator, a representative from the College of Policing Workforce Transformation Unit, the Head of the College of Policing Selection and Assessment Unit, together with a member of the College of Policing Legal Services team will formally consider the reports based on unscheduled incidents and reported cases of irregularity or breaches of the rules.

The NPPF Reports and Disqualification Panel will consider any reports after the results have been notified. Once a decision has been reached, the College of Policing on behalf of the Chair of the Panel will notify the candidate within seven days.

The Panel cannot change a fail result into a pass. Once the scoring has taken place and has been signed off by the debrief panel the results will stand.

Unsuccessful candidates who have previously submitted reports have claimed that an event or series of events has contributed to their result because they were unable to perform to their best. However in behavioural terms it is not possible to make assumptions about what candidates would and would not have done had those circumstances not arisen. Different circumstances have different effects on people and it is not appropriate to attempt to predict what that effect may or may not have been.

Other examining bodies such as universities are usually willing to consider both marginal fail results and the possibility of converting such results to a pass. However, they have the benefit of other evidence (course work and portfolios) to consider that may support a conversion to a pass for a candidate that has achieved a lower than expected result. Due to other evidence not being available it is not possible to reconsider the marks awarded at the NPPF Step Two Legal Examination against any other information, therefore marginal fail results will not be reassessed or awarded a pass mark. Rigorous marking procedures are used following the examinations.

11.1 Disqualification Procedure

Any candidate found to be in breach of the rules will be liable to disqualification.

If a candidate's behaviour reduces the reliability of their examination scores, their result may be nullified by the marker notwithstanding any disqualification decision.

In cases of irregularity and misbehaviour the Panel can:

- fail the candidate
- disqualify the candidate from the current attempt and bar them from further attempts for a period of several years
- refer the candidate to their chief officer

11.2 Right of Appeal

Candidates have the right of appeal to the Chair of the NPPF Governance Board, against the decision of the NPPF Reports and Disqualification Panel, where there are reasonable

grounds for believing that:the Panel did not act in compliance with its rules; or there is fresh evidence, not available at the time of the original report for further consideration.

Appeals must be made by email to the Chair of the NPPF Governance Board, care of the College of Policing NPPF Enquiries email address. Appeals must be countersigned by the candidate's line manager or above. The countersigned appeal must then be submitted by the candidate, and received by the Selection and Assessment Unit, within 21 days of the date of the letter in which the candidate is notified of the decision of the NPPF Reports and Disqualification Panel.

The Selection and Assessment Unit will forward the appeal to the Chair of the NPPF Governance Board. The Chair of the NPPF Governance Board will consider whether there are adequate grounds for appeal and will notify the Selection and Assessment Unit. The candidate and relevant force examinations officer on behalf of the chief officer will be advised by the Selection and Assessment Unit in writing of the Chair of the NPPF Governance Board decision. The Chair of the NPPF Governance Board cannot convert a fail into a pass but can vary or confirm the decision of the NPPF Reports and Disqualification Panel.

Appendix A: Blackstone's Police Manual Crime 2019

*Please note **all** areas of the Crime manual are applicable to **both** the Sergeants and Inspectors' Examinations*

1.1 Mens Rea (State of Mind)

- 1.1.1 Introduction
- 1.1.2 Offences of 'Specific' and 'Basic' Intent
- 1.1.3 Intent
- 1.1.4 Recklessness
- 1.1.5 Malice
- 1.1.6 Willfully
- 1.1.7 Dishonestly
- 1.1.8 Knowing
- 1.1.9 Belief
- 1.1.10 Negligence
- 1.1.11 Strict Liability
- 1.1.12 Transferred *Mens Rea*

1.2 Actus Reus (Criminal Conduct)

- 1.2.1 Introduction
- 1.2.2 Voluntary Act
- 1.2.3 Coincidence with *Mens Rea*
- 1.2.4 Omissions
- 1.2.5 Causal Link or Chain of Causation
- 1.2.6 Intervening Act
- 1.2.7 Principals and Accessories
- 1.2.8 Corporate Liability
- 1.2.9 Vicarious Liability

1.3 Incomplete Offences

- 1.3.1 Introduction
- 1.3.2 Encouraging or Assisting Crime
- 1.3.3 Conspiracy
- 1.3.4 Attempts
- 1.3.5 Impossibility

1.4 General Defences

- 1.4.1 Introduction
- 1.4.2 Automatism
- 1.4.3 Intoxication: Voluntary or Involuntary
- 1.4.4 Insanity
- 1.4.5 Inadvertence and Mistake
- 1.4.6 Duress
- 1.4.7 Duress of Circumstances
- 1.4.8 Defence of Self, Others or Property
- 1.4.9 Police Officers
- 1.4.10 Infancy

1.5 Homicide

- 1.5.1 Introduction
- 1.5.2 Murder
- 1.5.3 Voluntary Manslaughter and 'Special Defences'
- 1.5.4 Involuntary Manslaughter
- 1.5.5 Corporate Manslaughter and Corporate Homicide Act 2007
- 1.5.6 Causing or Allowing a Child or Vulnerable Adult to Die or Suffer Serious Physical Harm
- 1.5.7 Encouraging or Assisting Suicide
- 1.5.8 Solicitation of Murder

1.6 Misuse of Drugs

- 1.6.1 Introduction
- 1.6.2 Classification
- 1.6.3 Possession
- 1.6.4 Supplying
- 1.6.5 Possession with Intent to Supply
- 1.6.6 Supply of Articles
- 1.6.7 Production of a Controlled Drug
- 1.6.8 Cultivation of Cannabis
- 1.6.9 General Defence under Section 28
- 1.6.10 Regulated Possession and Supply of Controlled Drugs
- 1.6.11 Occupiers, etc.
- 1.6.12 Community Protection Notices
- 1.6.13 Assisting or Inducing Offence Outside United Kingdom
- 1.6.14 Incitement
- 1.6.15 Importation of Controlled Drugs
- 1.6.16 Travel Restriction Orders
- 1.6.17 Police Powers
- 1.6.18 Psychoactive and Intoxicating Substances

1.7 Firearms and Gun Crime

- 1.7.1 Introduction
- 1.7.2 Definitions – Firearm, Ammunition and Imitation Firearm
- 1.7.3 Categories of Firearms and Related Offences
- 1.7.4 Prohibited Weapon
- 1.7.5 Section 1 Firearm
- 1.7.6 Shotguns
- 1.7.7 Air Weapons
- 1.7.8 General Exemptions
- 1.7.9 Imitation Firearm Offences
- 1.7.10 Criminal Use of Firearms
- 1.7.11 Further Firearms Offences
- 1.7.12 Police Powers
- 1.7.13 Possession or Acquisition of Firearms by Convicted Persons
- 1.7.14 Other Restrictions on Possession or Acquisition
- 1.7.15 Restrictions on Transfer of Firearms

1.8 Racial and Religiously Aggravated Offences

- 1.8.1 Introduction
- 1.8.2 Offences Covered by the Legislation
- 1.8.3 'Racially or Religiously Aggravated'

1.9 Non-Fatal Offences Against the Person

- 1.9.1 Introduction
- 1.9.2 Assault
- 1.9.3 Battery
- 1.9.4 Assault or Battery?
- 1.9.5 Consent
- 1.9.6 Lawful Chastisement
- 1.9.7 Assault Offences
- 1.9.8 Other Assault Offences
- 1.9.9 Threats to Kill

1.10 Miscellaneous Offences Against the Person and Offences Involving the Deprivation of Liberty

- 1.10.1 Introduction
- 1.10.2 Torture
- 1.10.3 Poisoning
- 1.10.4 False Imprisonment
- 1.10.5 Kidnapping
- 1.10.6 Hostage Taking
- 1.10.7 Slavery, Servitude and Forced or Compulsory Labour

1.11 Sexual Offences

- 1.11.1 Introduction
- 1.11.2 Rape
- 1.11.3 Sexual Assault
- 1.11.4 Causing Sexual Activity without Consent
- 1.11.5 Child Sex Offences
- 1.11.6 Offences Involving Images, Photographs and Paedophile Material
- 1.11.7 Sexual Offences Against People With a Mental Disorder
- 1.11.8 Sexual Displays and Voyeurism
- 1.11.9 Preparatory Offences
- 1.11.10 Offences Outside the United Kingdom
- 1.11.11 Offences Relating to Prostitution
- 1.11.12 Disclosing Private Sexual Photographs/Films

1.12 Child Protection

- 1.12.1 Introduction
- 1.12.2 Child Abduction
- 1.12.3 Child Cruelty
- 1.12.4 Police Powers under the Children Act 1989

1.13 Theft and Related Offences

- 1.13.1 Introduction
- 1.13.2 Theft
- 1.13.3 Robbery
- 1.13.4 Blackmail
- 1.13.5 Burglary
- 1.13.6 Aggravated Burglary
- 1.13.7 Taking a Conveyance without Consent
- 1.13.8 Aggravated Vehicle-Taking
- 1.13.9 Interfering with Vehicles
- 1.13.10 Going Equipped
- 1.13.11 Handling Stolen Goods
- 1.13.12 Advertising Rewards
- 1.13.13 Retaining a Wrongful Credit
- 1.13.14 Making Off without Payment
- 1.13.15 Re-programming Mobile Phones
- 1.13.16 Proceed of Crime

1.14 Fraud

- 1.14.1 Introduction
- 1.14.2 Fraud
- 1.14.3 Gain or Loss
- 1.14.4 Fraud by False Representation
- 1.14.5 Fraud by Failing to Disclose
- 1.14.6 Fraud by Abuse of Position
- 1.14.7 Possession or Control of Articles for Use in Frauds
- 1.14.8 Making or Supplying Articles for Use in Frauds
- 1.14.9 Obtaining Services Dishonestly
- 1.14.10 False Accounting
- 1.14.11 Forgery Offences
- 1.14.12 Counterfeiting with Intent to Pass or Tender as Genuine

1.15 Criminal Damage

- 1.15.1 Introduction
- 1.15.2 Simple Damage
- 1.15.3 Aggravated Damage
- 1.15.4 Arson
- 1.15.5 Threats to Destroy or Damage Property
- 1.15.6 Having Articles with Intent to Destroy or Damage Property
- 1.15.7 Police Powers
- 1.15.8 Contamination or Interference with Goods

1.16 Offences Against the Administration of Justice and Public Interest

- 1.16.1 Introduction
- 1.16.2 Perjury
- 1.16.3 Offences Similar to Perjury
- 1.16.4 Perverting the Course of Justice
- 1.16.5 Considerations Affecting Witnesses, Jurors and Others
- 1.16.6 Harming Witnesses
- 1.16.7 Assisting Offenders
- 1.16.8 Concealing Relevant Offences
- 1.16.9 Miscellaneous Offences Relating to Offenders
- 1.16.10 Wasting Police Time

Appendix B: Blackstone's Police Manual Evidence and Procedure 2019

*Please note **all** areas of the Evidence and Procedure manual are applicable to **both** the Sergeants and Inspectors' Examinations*

2.1 Instituting Criminal Proceedings

- 2.1.1 Introduction
- 2.1.2 Written Charge and Requisition
- 2.1.3 Service of the Summons or Requisition
- 2.1.4 Service Outside England and Wales
- 2.1.5 Issue of Warrants
- 2.1.6 Execution of Warrants

2.2 Release of Person Arrested

- 2.2.1 Introduction
- 2.2.2 Person Arrested Elsewhere than at a Police Station
- 2.2.3 Pre-charge Release of Person Arrested and Bail
- 2.2.4 Police Bail After Charge
- 2.2.5 Police Bail Restrictions
- 2.2.6 Grounds for Refusing Police Bail
- 2.2.7 Custody Officer: Granting Bail
- 2.2.8 Detention of Juveniles After Charge
- 2.2.9 Live Link Bail
- 2.2.10 Liability to Arrest for Absconding or Breaking Bail Conditions
- 2.2.11 Offence of Absconding by Person Released on Bail
- 2.2.12 Remands in Police Custody

2.3 Court Procedure and Witnesses

- 2.3.1 Introduction
- 2.3.2 Plea of Guilty by Post
- 2.3.3 Mode of Trial
- 2.3.4 Summary Trial
- 2.3.5 Trial on Indictment
- 2.3.6 Defendant's Non-appearance
- 2.3.7 Adjournments and Remands
- 2.3.8 Witnesses
- 2.3.9 Live Links for Witnesses
- 2.3.10 Special Measures
- 2.3.11 Refreshing Memory
- 2.3.12 Evidence of Oral Statement Made through an Interpreter
- 2.3.13 Victims' Personal Statements and Code of Practice
- 2.3.14 Oaths and Affirmations
- 2.3.15 Examination-in-Chief
- 2.3.16 Cross-examination
- 2.3.17 Re-examination
- 2.3.18 Further Evidence
- 2.3.19 Contempt of Court

2.4 Youth Justice, Crime and Disorder

- 2.4.1 Introduction
- 2.4.2 Youth Justice System
- 2.4.3 Youth Offending Teams
- 2.4.4 Orders Against Parents
- 2.4.5 Child Safety Orders
- 2.4.6 Removal of Truants to Designated Premises, etc.

2.5 Exclusion of Admissible Evidence

- 2.5.1 Introduction
- 2.5.2 Confessions
- 2.5.3 Exclusion of Evidence Generally
- 2.5.4 Entrapment

2.6 Disclosure of Evidence

- 2.6.1 Introduction
- 2.6.2 Failure to Comply
- 2.6.3 Disclosing Initial Details of the Prosecution Case
- 2.6.4 Disclosure Code of Practice – 1 Introduction
- 2.6.5 Disclosure Code of Practice – 2 Definitions
- 2.6.6 Disclosure Code of Practice – 3 General Responsibilities
- 2.6.7 Disclosure Code of Practice – 4 Recording of Information
- 2.6.8 Disclosure Code of Practice – 5 Retention of Material
- 2.6.9 Disclosure Code of Practice – 6 Preparation of Material for Prosecutor
- 2.6.10 Disclosure Code of Practice – 7 Revelation of Material to Prosecutor
- 2.6.11 Disclosure Code of Practice – 8 Subsequent Action by Disclosure Officer
- 2.6.12 Disclosure Code of Practice – 9 Certification by Disclosure Officer
- 2.6.13 Disclosure Code of Practice – 10 Disclosure of Material to Accused

2.7 Detention and Treatment of Persons by Police Officers: PACE Code C

- 2.7.1 Introduction
- 2.7.2 Custody Officers
- 2.7.3 Designated Support Staff
- 2.7.4 Designated Police Stations
- 2.7.5 PACE Code of Practice for the Detention, Treatment and Questioning of Persons by Police Officers (Code C) Code C – 1 General
- 2.7.6 Code C – 2 Custody Records
- 2.7.7 Code C – 3 Initial Action
- 2.7.8 Code C – 4 Detainee's Property
- 2.7.9 Code C – 5 Right not to be Held Incommunicado
- 2.7.10 Code C – 6 Right to Legal Advice
- 2.7.11 Code C – 7 Citizens of Independent Commonwealth Countries or Foreign Nationals
- 2.7.12 Code C – 8 Conditions of Detention
- 2.7.13 Code C – 9 Care and Treatment of Detained Persons
- 2.7.14 Code C – 13 Interpreters
- 2.7.15 Code C – 14 Questioning – Special Restrictions
- 2.7.16 Code C – 15 Reviews and Extensions of Detention
- 2.7.17 Code C – 16 Charging Detained Persons
- 2.7.18 Code C – 17 Testing Persons for the Presence of Specified Class A Drugs
- 2.7.19 Code C – Annex A – Intimate and Strip Searches
- 2.7.20 Code C – Annex B – Delay in Notifying Arrest or Allowing Access to Legal Advice
- 2.7.21 Code C – Annex E – Summary of Provisions Relating to Vulnerable Persons
- 2.7.23 Code C – Annex G – Fitness to be Interviewed
- 2.7.24 Code C – Annex H – Detained Person: Observation List
- 2.7.25 Code C – Annex K – X-rays and Ultrasound Scans
- 2.7.26 Code C – Annex L – Establishing Gender of Persons for the Purpose of Searching
- 2.7.27 Code C – Annex M – Documents and Records to be Translated
- 2.7.28 Code C – Annex N – Live-link Interpretation (para. 13.12)

2.8 Identification: PACE Code D

- 2.8.1 Introduction
- 2.8.2 PACE Code of Practice for the Identification of Persons by Police Officers (Code D) Code D – 1 Introduction
- 2.8.3 Code D – 2 General
- 2.8.4 Code D – 3 Identification by Witnesses
- 2.8.5 Code D – 4 Identification by Fingerprints and Footwear Impressions
- 2.8.6 Code D – 5 Examinations to Establish Identity and the Taking of Photographs
- 2.8.7 Code D – 6 Identification by Body Samples and Impressions
- 2.8.8 Code D – Annex A – Video Identification
- 2.8.9 Code D – Annex B – Identification Parades
- 2.8.10 Code D – Annex C – Group Identification
- 2.8.11 Code D – Annex D – Confrontation by an Eye-witness
- 2.8.12 Code D – Annex E – Showing Photographs to Eye-witnesses
- 2.8.13 Code D – Annex F – Fingerprints, Samples and Footwear Impressions – Destruction and Speculative Searches
- 2.8.14 Code D – Annex G – Requirement for a Person to Attend a Police Station for Fingerprints and Samples

2.9 Interviews: PACE Codes C, E and F

- 2.9.1 Introduction
- 2.9.2 PACE Code of Practice for the Detention, Treatment and Questioning of Persons by Police Officers (Code C) Code C – 10 Cautions
- 2.9.3 Code C – 11 Interviews – General
- 2.9.4 Code C – 12 Interviews in Police Stations
- 2.9.5 Code C – Annex C – Restriction on Drawing Adverse Inferences from Silence and Terms of the Caution when the Restriction Applies
- 2.9.6 Code C – Annex D – Written Statements under Caution
- 2.9.7 PACE Code of Practice on Audio Recording Interviews with Suspects (Code E) Code E – 1 General
- 2.9.8 Code E – 2 Interviews and other matters to be audio recorded under this Code
- 2.9.9 Code E – 3 Interview recording using *removable recording media device*
- 2.9.10 Code E – 4 Interview recording using secure digital recording networking device
- 2.9.11 Code E – Annex: Paragraph 2.4(C)(iii) – Four Indictable Offence Types for which the interviewer may Decide to make a written record of a Voluntary Interview elsewhere than at a Police Station when an Authorised Audio Recording Device cannot be used
- 2.9.12 Police Code of Practice on Visual Recording with Sound of Interviews with Suspects
- 2.9.13 Code F – 2 When interviews and matters to which Code F applies may be visually recorded with sound and provisions for their conduct and recording
- 2.9.14 Code F - Interviews on Behalf of Scottish Forces and *Vice Versa*

Appendix C: Blackstone's Police Manual Road Policing 2019

*Please note **Chapters 3.9 (Driver Licensing), 3.10 (Notices of Intended Prosecution) and 3.11 (Forgery and Falsification of Documents)** of the Road Policing manual are tested in the Sergeants' Examination only. Inspectors' candidates will not be tested on these chapters. All other areas of the Road Policing manual are applicable to **both** the Sergeants and Inspectors' Examinations*

3.1 Definitions and Principles

- 3.1.1 Introduction
- 3.1.2 Key Definitions
- 3.1.3 Vehicle
- 3.1.4 Mechanically Propelled Vehicle
- 3.1.5 Motor Vehicle
- 3.1.6 Driver
- 3.1.7 Drive and Driving
- 3.1.8 Attempting to Drive
- 3.1.9 In Charge
- 3.1.10 Road
- 3.1.11 Public Place
- 3.1.12 Use, Cause or Permit
- 3.1.13 Aiding and Abetting
- 3.1.14 Defences in Relation to Road Policing Offences

3.2 Key Police Powers

- 3.2.1 Introduction
- 3.2.2 Power to Stop a Vehicle
- 3.2.3 Road Checks
- 3.2.4 Power to Require the Production of a Driving Licence
- 3.2.5 Power to Require Name and Address/Insurance/Test Certificate
- 3.2.6 Power to Seize Vehicles Driven without a Licence or Insurance
- 3.2.7 Duty to Give Information as to the Identity of the Driver

3.3 Offences Involving Standards of Driving

- 3.3.1 Introduction
- 3.3.2 Causing Death by Dangerous Driving
- 3.3.3 Causing Serious Injury by Dangerous Driving
- 3.3.4 Dangerous Driving
- 3.3.5 Causing Death by Careless Driving when under the Influence of Drink or Drugs
- 3.3.6 Causing Death by Careless, or Inconsiderate, Driving
- 3.3.7 Causing Death by Driving: Unlicensed, Disqualified or Uninsured Drivers
- 3.3.8 Careless and Inconsiderate Driving
- 3.3.9 The Highway Code
- 3.3.10 Dangerous, Careless and Inconsiderate Cycling
- 3.3.11 Refusing to Give Details

3.4 Reportable Accidents

- 3.4.1 Introduction
- 3.4.2 Duty of Driver
- 3.4.3 The Offences

3.5 Drink, Drugs and Driving

- 3.5.1 Introduction
- 3.5.2 Unfit through Drink or Drugs
- 3.5.3 Over Prescribed Limit
- 3.5.4 Preliminary Tests
- 3.5.5 Evidential Specimens
- 3.5.6 Hospital Procedure
- 3.5.7 Detention of Person Affected

3.6 Insurance

- 3.6.1 Introduction
- 3.6.2 Requirement for Insurance or Security
- 3.6.3 Motor Insurers' Bureau

3.7 Legislation for the Protection of Road Users

- 3.7.1 Introduction
- 3.7.2 Seat Belts
- 3.7.3 Motor Cycle Helmets
- 3.7.4 Speeding and Speed Limits
- 3.7.5 Race or Trial of Speed between Vehicles on a Public Way
- 3.7.6 Causing Danger
- 3.7.7 Leaving Vehicles in Dangerous Positions
- 3.7.8 Tampering with and Getting on to Vehicles
- 3.7.9 Vehicles Used for Causing Harassment etc.
- 3.7.10 Smoking in Vehicles

3.8 Construction and Use

- 3.8.1 Introduction
- 3.8.2 Type Approval
- 3.8.3 The Road Vehicles (Construction and Use) Regulations 1986
- 3.8.4 Lights
- 3.8.5 Testing

3.9 Driver Licensing

- 3.9.1 Introduction
- 3.9.2 The Licence
- 3.9.3 Learner Drivers
- 3.9.4 Supervision of Learner Drivers
- 3.9.5 Instruction of Learner Drivers
- 3.9.6 Driving Tests
- 3.9.7 New Drivers
- 3.9.8 Classes and Categories of Vehicle Licensed
- 3.9.9 Minimum Ages
- 3.9.10 Driving Otherwise than in Accordance with Licence
- 3.9.11 Disqualification from Driving
- 3.9.12 Drivers from Other Countries
- 3.9.13 Physical Fitness and Disability
- 3.9.14 The Road Traffic (Driver Licensing and Information Systems) Act 1989

****Chapter 3.9 applicable to Sergeants' Examination only***

3.10 Notices of Intended Prosecution

- 3.10.1 Introduction
- 3.10.2 Relevant Offences
- 3.10.3 Exceptions
- 3.10.4 Proof

****Chapter 3.10 applicable to Sergeants' Examination only***

3.11 Forgery and Falsification of Documents

- 3.11.1 Introduction
- 3.11.2 The Offences
- 3.11.3 Other Offences Involving False Records and Forgery

****Chapter 3.11 applicable to Sergeants' Examination only***

Appendix D: Blackstone's Police Manual General Police Duties 2019

*Please note **all** areas of the General Police Duties manual are applicable to **both** the Sergeants and Inspectors' Examinations*

4.1 Complaints and Misconduct

- 4.1.1 Introduction
- 4.1.2 The Standards of Professional Behaviour
- 4.1.3 The Role of the Police Friend
- 4.1.4 Death or Serious Injury Matters
- 4.1.5 Misconduct Procedures
- 4.1.6 Misconduct Proceedings
- 4.1.7 Right of Appeal
- 4.1.8 Fast Track Cases ('Special Cases')
- 4.1.9 Appeals to the Police Appeals Tribunal

4.2 Unsatisfactory Performance and Attendance

- 4.2.1 Introduction
- 4.2.2 Applicability
- 4.2.3 Ongoing Performance Assessment and Review
- 4.2.4 Sources of Information
- 4.2.5 Management Action
- 4.2.6 Performance Issues
- 4.2.7 Attendance Issues
- 4.2.8 Multiple Instances of Unsatisfactory Performance
- 4.2.9 The First Stage
- 4.2.10 The Second Stage
- 4.2.11 The Third Stage
- 4.2.12 Attendance at Each Stage of the Procedures and Ill-health
- 4.2.13 The Use of Records under UPPs
- 4.2.14 Misconduct, Performance and Attendance Issues for Seconded Officers
- 4.2.15 Vicarious Liability of Chief Officers
- 4.2.16 Other Regulations
- 4.2.17 Offences
- 4.2.18 Health and Safety

4.3 Powers of Arrest

- 4.3.1 Introduction
- 4.3.2 Human Rights – The Right to Liberty and Security
- 4.3.3 Powers of Arrest - Common Points
- 4.3.4 PACE Code of Practice for the Statutory Power of Arrest by Police Officers (Code G) Code G – 1 Introduction
- 4.3.5 Code G – 2 Elements of Arrest under section 24 PACE
- 4.3.6 Code G – 3 Information to be given on Arrest
- 4.3.7 Code G – 4 Records of Arrest
- 4.3.8 Arrest without Warrant – Arrest by Others
- 4.3.9 Arrest without Warrant – Other Powers of Arrest
- 4.3.10 Arrest under Warrant
- 4.3.11 Voluntary Attendance at a Police Station
- 4.3.12 After Arrest

4.4 Stop and Search

- 4.4.1 Introduction
- 4.4.2 PACE Code of Practice for the Exercise by Police Officers of Statutory Powers of Stop and Search; Police Officers and Police Staff of Requirements to Record Public Encounters (Code A) Code A – 1.0 General
- 4.4.3 Code A – 1 Principles governing stop and search
- 4.4.4 Code A – 2 Types of stop and search powers
- 4.4.5 Code A – 3 Conduct of searches
- 4.4.6 Code A – 4 Recording requirements
- 4.4.7 Code A – 5 Monitoring and supervising the use of stop and search powers

4.5 Entry, Search and Seizure

- 4.5.1 Introduction
- 4.5.2 PACE Code of Practice for Searches of Premises by Police Officers and the Seizure of Property found by Police Officers on Persons or Premises (Code B) Code B – 1 Introduction
- 4.5.3 Code B – 2 General
- 4.5.4 Code B – 3 Search warrants and production orders
- 4.5.5 Code B – 4 Entry without warrant – particular powers
- 4.5.6 Code B – 5 Search with consent
- 4.5.7 Code B – 6 Searching premises – general considerations
- 4.5.8 Code B – 7 Seizure and retention of property
- 4.5.9 Code B – 8 Action after searches
- 4.5.10 Code B – 9 Search registers
- 4.5.11 Code B – 10 Searches under Schedule 5 to the Terrorism Prevention and Investigation Measures Act 2011

4.6 Hatred and Harassment Offences

- 4.6.1 Introduction
- 4.6.2 Offences Involving Racial, Religious or Sexual Orientation Hatred
- 4.6.3 Harassment and Stalking
- 4.6.4 The Harassment Offences
- 4.6.5 Putting People in Fear of Violence
- 4.6.6 The Stalking Offences
- 4.6.7 Police Direction to Prevent Intimidation or Harassment

4.7 Anti-social Behaviour

- 4.7.1 Introduction
- 4.7.2 Injunctions under the Anti-social Behaviour, Crime and Policing Act 2014
- 4.7.3 Criminal Behaviour Orders
- 4.7.4 Dispersal Powers
- 4.7.5 Community Protection Notices and Closure of Premises Associated with Nuisance or Disorder

4.8 Offences Involving Communications

- 4.8.1 Introduction
- 4.8.2 Placing or Sending Material
- 4.8.3 Threats and Communication of False Information
- 4.8.4 Misuse and Obstruction of Postal Services
- 4.8.5 Malicious Communications
- 4.8.6 Public Communications

4.9 Terrorism and Associated Offences

- 4.9.1 Introduction
- 4.9.2 Terrorism Defined
- 4.9.3 Terrorism Act 2000: Financial Measures
- 4.9.4 Terrorism Act 2000: Duty of Disclosure and Tipping Off
- 4.9.5 Terrorism Act 2006: Offences
- 4.9.6 Terrorism Act 2000: Police Powers
- 4.9.7 Offences Involving Explosive Substances

4.10 Public Order, Processions and Assemblies

- 4.10.1 Introduction
- 4.10.2 Breach of the Peace
- 4.10.3 Riot
- 4.10.4 Violent Disorder
- 4.10.5 Affray
- 4.10.6 Fear or Provocation of Violence
- 4.10.7 Intentional Harassment, Alarm or Distress
- 4.10.8 Harassment, Alarm or Distress
- 4.10.9 Causing Nuisance or Disturbance on NHS Premises
- 4.10.10 Public Processions and Assemblies
- 4.10.11 Injunctions to Prevent Gang-related Violence and Drug Dealing Activity

4.11 Sporting Events

- 4.11.1 Introduction
- 4.11.2 Designated and Regulated Football Matches
- 4.11.3 The Football (Offences) Act 1991
- 4.11.4 Banning Orders and Detention
- 4.11.5 The Sporting Events (Control of Alcohol etc.) Act 1985
- 4.11.6 Power to Prohibit Sale of Alcohol on Trains
- 4.11.7 Designated Sports Grounds, Sporting Events and Related Offences
- 4.11.8 Ticket Touts

4.12 Weapons

- 4.12.1 Introduction
- 4.12.2 Having Offensive Weapon in Public Place
- 4.12.3 Threatening with Offensive Weapon in Public
- 4.12.4 Having Bladed or Pointed Article in Public Place
- 4.12.5 Offences and Powers Relating to School Premises
- 4.12.6 Trespassing with Weapon of Offence
- 4.12.7 Manufacture and Sale of Weapons
- 4.12.8 Knives
- 4.12.9 Crossbows

4.13 Domestic Violence

- 4.13.1 Introduction
- 4.13.2 Domestic Violence and Abuse

4.14 Protection of People Suffering from Mental Disorders

- 4.14.1 Introduction
- 4.14.2 Removal etc. of Mentally Disordered Persons Without a Warrant
- 4.14.3 Warrant to Search for and Remove Patients
- 4.14.4 Power to Retake Escaped Patients
- 4.14.5 Ambit of the Mental Health Act 1983
- 4.14.6 The Mental Capacity Act 2005

4.15 Offences Relating to Land and Premises

- 4.15.1 Criminal Trespass
- 4.15.2 Aggravated Trespass
- 4.15.3 Trespassing for Purpose of Residence: Power to Remove Trespassers on Land
- 4.15.4 Trespassing for Purpose of Residence with Vehicle(s) when Alternative Site Available: Power to Remove Trespassers and Vehicles on Land
- 4.15.5 Power of Local Authority to Direct Unauthorised Campers to Leave Land
- 4.15.6 Other Offences Involving Premises
- 4.15.7 Trespass on Protected Sites

4.16 Licensing and Offences Relating to Alcohol

- 4.16.1 Introduction
- 4.16.2 Licensable Activities
- 4.16.3 Licensing Objectives
- 4.16.4 The Licensing System
- 4.16.5 Police Powers
- 4.16.6 Regulated Entertainment
- 4.16.7 Offences
- 4.16.8 Children – Offences under the Licensing Act 2003
- 4.16.9 Children – Other Offences
- 4.16.10 Public Spaces Protection Order: Alcohol Prohibition
- 4.16.11 Orders to Close Premises in Area Experiencing Disorder
- 4.16.12 Closure Notices for Unlicensed Premises
- 4.16.13 Keeping of Smuggled Goods

4.17 Offences and Powers Relating to Information

- 4.17.1 Introduction
- 4.17.2 Offences under the Computer Misuse Act 1990
- 4.17.3 The Data Protection Act 2018
- 4.17.4 The Regulation of Investigatory Powers Act 2000
- 4.17.5 Interception of Communications and Unlawfully Obtaining Communications Data

4.18 Equality

- 4.18.1 Introduction
- 4.18.2 Article 14 – Prohibition of Discrimination
- 4.18.3 Protected Characteristics
- 4.18.4 Discrimination
- 4.18.5 Police Officers
- 4.18.6 Employees and Applicants
- 4.18.7 Liability for Discrimination in Employment
- 4.18.8 Public Sector Equality Duty