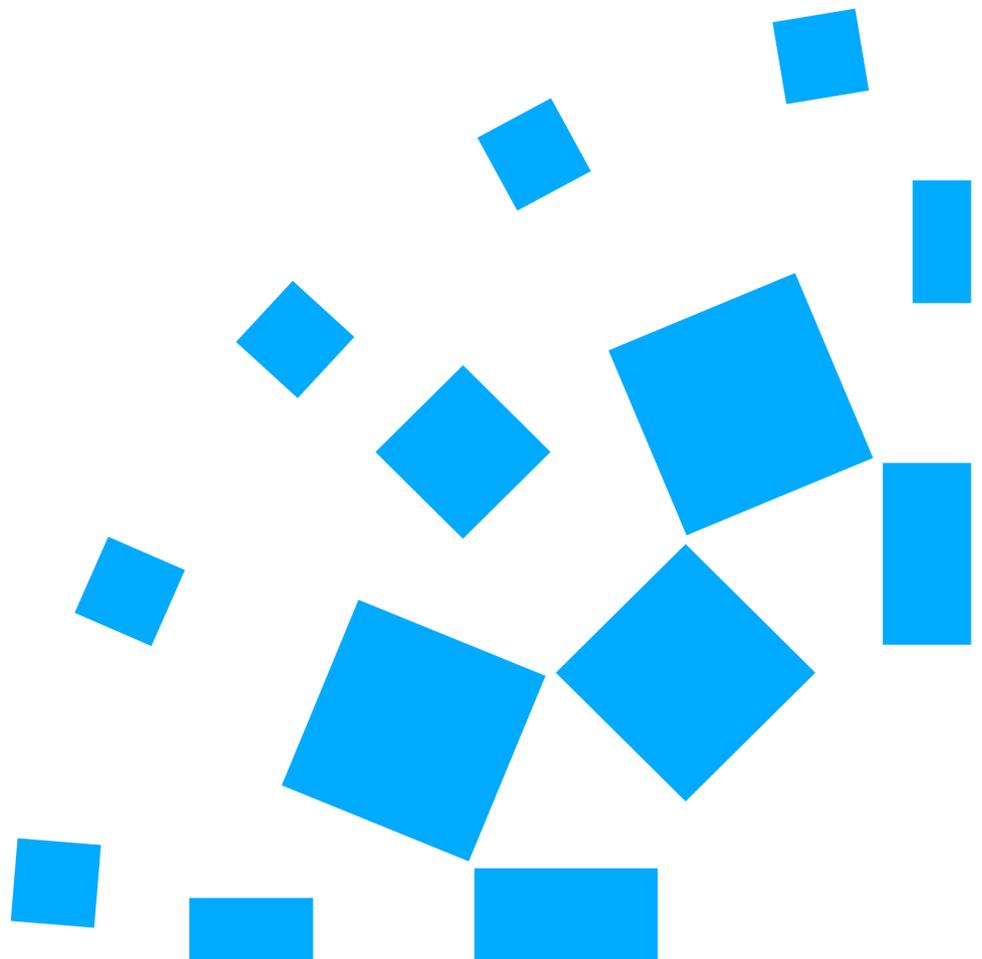


# Implementation guidance for fitness testing

August 2021



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## Introduction

This document replaces the implementation guidance issued by the College of Policing in December 2016.

The police job-related fitness test (JRFT) is a critical component of the recruitment and deployment of police officers. The core rationale for the test is to ensure that prospective police officers have a **minimum** level of fitness to be able to undertake personal safety training. The fitness test is benchmarked against the aerobic demands of personal safety training (PST). Additional standards have also been established for a range of specialist posts.

Background to the development of the JRFT for recruitment and in-service testing is outlined in **Appendix A**.

Two aerobic tests have been established. These are the 15-metre multi-stage fitness test (15m MSFT) and the Chester treadmill police walking and run tests (CTPWT/CTPRT). Traditionally the 15m MSFT was the established test, with previous guidance recommending the CTPWT only be employed following occupational health referral. In addition to the bespoke police fitness tests, consideration of the use of gas exchange analysis may also be appropriate.

The College of Policing has commissioned work by the University of Chester to provide reassurance with regards to the aerobic capacity or  $VO_2$  max values for the 15m MSFT laid out in previous research on police fitness testing (Brewer and others, 2004, 2009). This draws on data collected as part of the work to develop the CTPWT and CTPRT (the alternative tests). The report has been unable to validate the values used in earlier studies and suggests a consistent underreporting of  $VO_2$  in the standards established for the 15m MSFT.

In addition, it is recognised that the impact of COVID-19 and ongoing efforts of forces to maintain recruitment as part of the Police Uplift Programme (PUP) has resulted in changes to established JRFT practices. In addition, the current work to develop a new PST curriculum may affect the existing established benchmark. Until this work is developed it is not possible to give precise information on the future of either the mechanism of police fitness testing or the associated standard. In the

interim period, it is for individual forces to decide how to incorporate the JRFT into their recruitment and training processes.

## Fitness testing for police staff

This guidance relates solely to fitness testing for police officers and no fitness testing standard has been developed for police staff roles.

## Health and safety compliance

This guidance will help police forces ensure that the JRFT standards comply with the Health and Safety at Work etc. Act 1974 and the Police (Health and Safety) Act 1997. It also complies with the Health and Safety Executive's guidance on successful health and safety management in the workplace.

## JRFT standards

The JRFT measures aerobic capacity. It is based on scientific research to match the aerobic demands of PST (Brewer, 2004: Research into Fitness for the Police Service. Newport: Lilleshall Sports Injury and Human Performance Centre). The JRFT standard is the same as that used in recruiting officers.

Forces must implement this pass standard as a qualifying process for police officers undertaking PST and carry out an annual retesting regime. Only those police officers who undertake PST should be subject to testing. It should be a local force decision as to whether special constables who undertake PST should be tested. However, forces must note that special constables are viewed as employees under the Police (Health and Safety) Act 1997.

## JRFT familiarisation and support

Successfully completing the JRFT is part of an officer's conditions of service. But physical fitness is also a key component to the broader health and wellbeing of individuals and the wider workforce. As such, forces should make significant efforts to ensure a positive and, at times, sympathetic implementation of the JRFT.

Forces should establish a system that allows officers to become familiar with the JRFT and, if necessary, attempt an informal test. This should reassure any officer who is anxious about the test regarding the level of physical competence required.

Forces should fully communicate the local implementation and the basis of the test to all officers in advance of conducting the test. This should include:

- a full explanation of the test
- background to the rationale for the test
- information to help them prepare for the test

Forces should be supportive and sympathetic to officers conducting the test. It is, however, ultimately the responsibility of the individual to pass the test.

Evidence has identified that the age and gender of candidates have an impact on performance. While it is inappropriate and illegal for forces to make concessions in the standard of the test for these groups, forces can implement relatively simple strategies that improve performance:

- forces should consider running women-only testing sessions
- forces may run open days/events targeted at these groups in a supportive environment
- where possible, forces should consider using female test administrators
- forces should develop mentoring programmes or provide assistance with training and preparing for the test
- while it is necessary for tests to be conducted in groups, forces should avoid incidents where individuals are required to conduct the test while observed by numerous bystanders
- forces should consider conducting personal fitness tests for certain individuals
- where possible, officers' passes/failures should not be communicated outside the necessary chain of command
- forces could develop local agreements with sports associations and gymnasiums to ensure that they are familiar with the rigours of the JRFT and can support officers who seek help

- some officers have little experience of pacing events, which leads to excessive exertion and stress for them early in the test, especially if running solo – forces should consider having physical trainers run with those undertaking the JRFT to act as pacemakers.

Forces should remain open to suggestions from officers, staff associations and training staff to potential methods of supporting their workforce. Ultimately it is in the force's interest that all officers complete the test with minimum disruption to abstraction and the overarching aim of policing in individual force areas.

All health and safety criteria must apply to ensure that no candidate's safety is compromised as a result of practice tests. This also gives each candidate the opportunity to receive advice on how to improve their fitness (if required) from the appropriately trained specialist administering the test.

## JRFT occupational health referral

The purpose of the medical questionnaire (see **Appendix B** for an example) is to ensure an officer's safety is not placed at risk when they undertake the JRFT. If an officer cannot pass the medical screening element of the JRFT or records a fail due to an inadequate physical fitness standard, musculoskeletal complaint or ill health, forces must implement a structured referral process involving occupational health. The referral process must include a documented action plan to give the candidate a realistic period to make appropriate improvements to undertake the JRFT successfully.

## 15m MSFT

The 15m MSFT involves running up and down (a shuttle run) a 15-metre track. It is timed against a series of audio bleeps and the participant must 'beat the bleep' and complete the shuttle before they hear the sound. At the end of each level, the time between bleeps gets shorter, meaning the participant has to run faster. The standard for JRFT is 5:4, which means running at least in time with the bleeps for four shuttles at level five. The JRFT takes three minutes and 35 seconds and covers 525 metres.

The JRFT delivery criteria must be consistent with the recognised 15-metre multi-stage fitness practice. The test administrator must ensure that all candidates are

sufficiently warmed up for the test. This should involve some whole-body activity such as jogging, followed by appropriate stretching exercises, particularly of the leg muscles. The administrator could familiarise candidates with the endurance test by taking them to the start of level three as part of the warm-up, followed by basic mobility stretching activities. Forces should consider allowing candidates to opt out, however, if they wish to undertake their own warm up. **Forces must deliver the test to the 5:4 standard only.**

All officers tested should wear appropriate physical training clothing and footwear, not operational police uniform and/or equipment.

Forces must undertake the testing in an indoor facility with suitable flooring and floor markings. It is important to ensure that the recording of the 15m MSFT can be heard clearly from all parts of the facility where the testing is being undertaken. Forces must address the suitability of the facility in the risk assessment.

Level	Number of shuttles required	Time per shuttle (seconds)
1	7	6.9
2	8	6.4
3	8	6.1
4	8	5.6
5	4	5.5

## Standards for specialist roles

<b>Role</b>	<b>Recommended standard (level:shuttle)</b>
Marine police unit	5:4
Chemical, biological, radiological and nuclear	5:4
Dog handler	5:7
Mounted branch	5:7
Police cyclist	5:8
Police support unit	6:3
Air support	6:4
Police divers	6:8
Marine police (tactical skills)	7:2
Authorised firearms officer (AFO)	7:6
Armed response vehicle (ARV)	9:4
Dynamic intervention AFO (DIAFO)	10:5

## The Chester treadmill police walking test (CTPWT)

The **CTPWT** is a performance test specifically developed for the police service of England and Wales as an alternative fitness test to the 15-metre shuttle run. It is used to determine whether an officer can achieve the minimum recommended aerobic fitness standard for PST and specialist posts, excluding ARV and DIAFO (College of Policing, 2014). After a suitable warm-up, the subject is required to walk at a brisk pace (**6km/hr**) on the treadmill. Every two minutes, the gradient is raised by 3% until the relevant target time is reached.

### CTPWT target times for specialist posts, estimated aerobic capacity and recommended shuttle run level

Specialist post	CTPWT target time (min:sec)	Estimated aerobic capacity* (mlsO <sub>2</sub> /kg/min)	Recommended standard (level:shuttle)
Marine police unit	10:00	35	5:4
Chemical, biological, radiological and nuclear (CBRN)	10:00	35	5:4
Method of entry	10:00	35	5:4
Dog handler	10:20	36	5:7
Mounted branch	10:20	36	5:7
Police cyclist	10:20	36	5:8
Police support unit	10:40	37	6:3
Air support	10:40	37	6:4
Police divers	11:20	39	6:8
Marine police (tactical skills)	11:40	40	7:2

Specialist post	CTPWT target time (min:sec)	Estimated aerobic capacity* (mlsO <sub>2</sub> /kg/min)	Recommended standard (level:shuttle)
Authorised firearms officer	12:00	41	7:6

\* Aerobic capacity must be at least this value to attain the CTPWT target time and/or 15-metre shuttle run level.

WARNING – HEALTH AND SAFETY: All officers undertaking the tests should not run beyond the endurance pass standards outlined.

## The Chester treadmill police run test (CTPRT)

The **CTPRT** is a performance test specifically developed for the police service of England and Wales as an alternative test to the 15-metre shuttle run. It is used to determine whether an officer can achieve the minimum recommended aerobic fitness standards of **46mlsO<sub>2</sub>/kg/min** (ARV) or **51mlsO<sub>2</sub>/kg/min** (DIAFO) (College of Policing, 2014). After a suitable warm-up, the officer is required to run at a brisk pace (**10.4km/hr**) on the treadmill. Every two minutes, the gradient is raised by a designated amount. On satisfactory completion of **eight minutes**, the officer will have achieved the minimum recommended fitness standard for ARV. DIAFO are required to complete the full **10-minute** test.

### CTPRT target times for specialist posts, estimated aerobic capacity and recommended shuttle run level

Specialist post	CTPRT target time (min:sec)	Estimated aerobic capacity* (mlsO <sub>2</sub> /kg/min)	Recommended standard (level:shuttle)
ARV	8:00	46	9:4
DIAFO	10:00	51	10:5

\* Aerobic capacity must be at least this value to attain the CTPRT target time and/or 15-metre shuttle run level.

The research study by the University of Chester that developed the CTPWT and CTPRT (Sykes, 2015) concluded that:

- the CTPRT has been shown to be a valid and highly reliable test for ensuring the ARV officer or DIAFO has achieved the minimum aerobic capacity standard required for operational duties, as detailed by Brewer (2010)
- the CTPWT has been shown to be a valid and highly reliable test for ensuring the police officer has achieved the minimum aerobic capacity standard required for operational duties, as detailed by Brewer (2010)

## Equipment required for testing

For forces to implement the above tests, they will be required to procure a high-quality motorised and calibrated treadmill capable of operating accurately at 10.4km/hr and at inclines up to a maximum gradient of 15% and a rating of perceived exertion (RPE) chart (Borg, 1982).

### Pre-test health screening

It is imperative that there are **no medical contraindications** to the subject undertaking the CTPWT.

Most individuals don't require a medical check-up before taking this test or starting regular, moderate exercise. If there are any doubts about the individual's suitability to partake in moderately vigorous physical activity, however, please advise them to consult a doctor – and do not conduct the treadmill test.

### Pre-test conditions

- The subject should not have eaten, smoked, exercised or drunk tea or coffee for at least two hours before the test.
- The subject should not be recovering from illness or have a cold, or be taking beta blocker drugs, which will depress heart rate scores.

- The subject should be wearing comfortable clothing suitable for running.
- The room should be quiet, well-ventilated and between 18-20 degrees Celsius.
- The subject should not have undertaken any heavy physical exercise for at least 24 hours before the test.
- An appropriate risk assessment has been completed and approved.

## Administering the CTPWT

The test administrator should be well-trained, knowledgeable and experienced in conducting the test. They should be totally familiar with operating the treadmill and in explaining to a subject the use of the RPE chart. If at any time during the test, the subject shows signs of overtiredness, discomfort or dizziness and/or reports an RPE of 18+, the test should be stopped and the subject allowed to recover and cool down.

Ensure that:

- There are no medical contraindications to performing the CTPWT.
- The test environment is suitable.
- The treadmill has been carefully calibrated and you (the tester) are a skilled operator.
- The RPE chart is clearly visible for the subject.
- The subject is appropriately dressed, wearing suitable footwear and is fully able to walk confidently on the treadmill at a brisk pace with increasing gradients.
- The subject has a suitable warm-up with mobility, stretching and limbering floor exercises of low to moderate intensity.
- Inform the subject what they will be required to do, explaining the importance of good treadmill walking technique.
- Following a suitable warm-up, ask the subject to stand on the treadmill. Attach safety cord as appropriate.

Start the treadmill and slowly increase the speed to a comfortable walking pace (around 4-5km/hr) at 0% gradient for a two-minute familiarisation. This also acts as a further cardiovascular warm-up period. Increase the speed to **6km/hr** and **start the test**.

**Level 1:** 0-2 minutes at 0% gradient. At the end of the level, check RPE is less than 18 and, if so, continue to level 2, increasing the gradient to 3%.

**Level 2:** 2-4 minutes at 3% gradient. At the end of the level, check RPE is less than 18 and, if so, continue to level 3, increasing the gradient to 6%.

**Level 3:** 4-6 minutes at 6% gradient. At the end of the level, check RPE is less than 18 and shows no signs of distress or discomfort. If so, continue to level 4, increasing the gradient to 9%.

**Level 4:** 6-8 minutes at 9% gradient. At the end of the level, check RPE is less than 18 and subject shows no signs of distress or discomfort. If so, continue to level 5, increasing the gradient to 12%.

**Level 5:** 8-10 minutes at 12% gradient. On successful completion of level 5 (10 minutes), the subject will have reached an aerobic fitness standard of 35mlsO<sub>2</sub>/kg/min. At the end of the level, check RPE is less than 18 and subject shows no signs of distress. If so, continue to level 6, increasing the gradient to 15%.

**Level 6:** 10-12 minutes at 15% gradient. For those in specialist posts required to pass at a higher level of fitness, the test may be continued for up to a further two minutes.

**Cool down:** At the end of the test, lower the gradient to 0%, reduce the treadmill speed to a gentle stroll (around 4-5km/hr) and ask the subject to continue walking until they feel recovered and can hold a conversation comfortably – normally around four to five minutes. Also, ensure that the subject further cools down with some gentle limbering and stretching floor exercises.

## CTPRT

### Description

The CTPRT (Sykes, 2015) is a modification of the original Chester treadmill test (Sykes, 2007), which was designed for use by the UK fire service as an alternative to the 20-metre shuttle run and Chester step test.

The CTPRT is a performance test specifically developed for the police service of England and Wales as an alternative test to the 15-metre shuttle run to determine whether an officer can achieve the minimum recommended aerobic fitness standards of **46mlsO<sub>2</sub>/kg/min** (ARV) or **51mlsO<sub>2</sub>/kg/min** (DIAFO) (College of Policing, 2014). After a suitable warm-up, the officer is required to run at a brisk pace (**10.4km/hr**) on the treadmill. Every two minutes, the gradient is raised by a designated amount (see table 1). On satisfactory completion of **eight minutes**, the officer will have achieved the minimum recommended fitness standard for ARV. DIAFO are required to complete the full **10-minute** test.

### Pre-test health screening

It is imperative that there are **no medical contraindications** to the subject undertaking the CTPRT. Most individuals don't require a medical check-up before taking this test or starting regular, moderate exercise. If there are any doubts about the individual's suitability to partake in moderately vigorous physical activity, however, please advise them to consult a doctor – and do not conduct the treadmill test.

### Warning

There is always the slight risk that taking any form of exercise may reveal a health defect or weakness that may lead to injury, illness or even fatality. If you have any doubts at all about the subject's ability to safely undertake the CTPRT or to participate in a programme of regular exercise, do not conduct the test and refer them to the occupational health department or their GP for appropriate advice.

For further information on pre-participation health screening, see the American College of Sports Medicine (ACSM, 2013).

## Pre-test conditions

- The subject should not have eaten, smoked, exercised or drunk tea or coffee for at least two hours before the test.
- The subject should not be recovering from illness or have a cold, or be taking beta blocker drugs, which will depress heart rate scores.
- The subject should be wearing loose-fitting, comfortable clothing.
- The room should be quiet, well-ventilated and between 18-20 degrees Celsius.
- The subject should not have undertaken any heavy physical exercise for at least 24 hours before the test.
- An appropriate risk assessment has been completed and approved.

## Administering the CTPRT

The test administrator should be well-trained, knowledgeable and experienced in conducting the test. They should be totally familiar with operating the treadmill and in explaining to a subject the use of the RPE chart. If at any time during the test, the subject shows signs of overtiredness, discomfort or dizziness and/or reports an RPE of 18+, the test should be stopped and the subject allowed to recover and cool down.

Ensure that:

- There are no medical contraindications to performing the CTPRT.
- The test environment is suitable.
- The treadmill has been carefully calibrated and you (the tester) are a skilled operator.
- The RPE chart is clearly visible for the subject.
- The subject is appropriately dressed, wearing suitable footwear and is fully able to run confidently on the treadmill at a brisk pace with increasing gradients.

- The subject has a suitable warm-up with mobility, stretching and limbering floor exercises of low to moderate intensity.
- Inform the subject what they will be required to do, explaining the importance of good treadmill running technique.
- Following a suitable warm-up, ask the subject to stand on the treadmill. Attach safety cord as appropriate.
- Start the treadmill and slowly increase the speed to a slow jog of 8km/hr at 0% gradient for one minute, then to 9km/hr for a further minute, giving a two-minute treadmill familiarisation, which also acts as a further cardiovascular warm-up period.

**Start the test**, gradually increasing the speed over 30 seconds to **10.4km/hr**.

**Level 1:** 0-2 minutes at 0% gradient. At the end of the level, check RPE is less than 18 and, if so, continue to level 2, increasing the gradient to 2%.

**Level 2:** 2-4 minutes at 2% gradient. At the end of the level, check RPE is less than 18 and, if so, continue to level 3, increasing the gradient to 4%.

**Level 3:** 4-6 minutes at 4% gradient. At the end of the level, check RPE is less than 18 and, if so, continue to level 4, increasing the gradient to 5%.

**Level 4:** 6-8 minutes at 5% gradient. On successful completion of level 4, the subject will have reached the minimum aerobic fitness standard for **ARV (46mlsO<sub>2</sub>/kg/min)**. At the end of the level, check RPE is less than 18 and subject shows no signs of discomfort or distress. If so, continue to level 5, increasing the gradient to 8%.

**Level 5:** 8-10 minutes at 8% gradient. On successful completion of level 5, the subject will have reached the minimum aerobic fitness standard for **DIAFO (51mlsO<sub>2</sub>/kg/min)**.

**Cool down:** At the end of the test, lower the gradient to 0%, reduce the treadmill speed to a gentle stroll (around 4-5km/hr) and ask the subject to continue walking until they feel recovered and can hold a conversation comfortably – normally around four to five minutes. Also, ensure that the subject further cools down with some gentle limbering and stretching floor exercises.

**ARV:** Successful completion of the eight-minute test indicates that aerobic capacity must be at least 46mlsO<sub>2</sub>/kg/min.

**DIAFO:** Successful completion of the 10-minute test indicates that aerobic capacity must be at least 51mlsO<sub>2</sub>/kg/min.

As with the 15-metre shuttle run, the CTPRT could be a near-maximal (or even maximal) test for some individuals and the tester should take care to ensure that, if the subject is unable to keep up with the work rate and becomes overly distressed, the test should be stopped and the subject allowed to cool down.

**Technical note:** The test has been designed specifically to identify officers capable of achieving the minimum aerobic fitness standard of 46 (ARV) and 51mlsO<sub>2</sub>/kg/min (DIAFO), as required by the police service of England and Wales. This is not a test to determine a subject's actual aerobic capacity (VO<sub>2</sub> max). It merely indicates that the value is equal to that required for related operational activities.

## Summary of CTPRT treadmill protocol and oxygen cost at each level

Level	Time (mins)	Treadmill gradient	O <sub>2</sub> cost (mlsO <sub>2</sub> /kg/min)
1	0-2	0%	38
2	2-4	2%	41
3	4-6	4%	44
4	6-8	5%	46
5	8-10	8%	51

**CTPRT/shuttle run comparisons:** See table 3 for ARV and DIAFO CTPRT target times and equivalent 15-metre shuttle run levels.

## CTPRT target times for specialist posts, estimated aerobic capacity and recommended shuttle run level

Specialist post	CTPRT target time (min:sec)	Estimated aerobic capacity* (mlsO <sub>2</sub> /kg/min)	Recommended standard (level:shuttle)
ARV	8:00	46	9:4
DIAFO	10:00	51	10:5

\* Aerobic capacity must be at least this value to attain the CTPRT target time and/or 15-metre shuttle run level.

## JRFT failure

If an officer (who is required to complete PST training as part of their role) does not pass the JRFT at the first attempt, forces must provide supportive action and allow a series of at least two retakes, with sufficient intervals between each attempt. A period of at least six weeks is advisable between each retake to allow the officer time to train and develop to achieve the 5:4 standard. If all appropriate support measures and alternatives have been delivered and the officer is still unable to achieve the required standard, forces may consider the unsatisfactory performance procedures as set out in the Police (Performance) Regulations 2012.

It is also noted that a small number of recruits who were accepted as part of the PUP have subsequently been unable to complete the JRFT. The unsatisfactory performance procedures do not apply to student officers who are governed by locally determined procedures (underpinned by Regulation 13, Police Regulations 2003). Forces are advised to develop local policies to ensure fair and consistent application of these regulations and to ensure student officers are supported.

## Gas exchange analysis

The measurement of oxygen consumption (VO<sub>2</sub>) and maximal oxygen consumption (VO<sub>2</sub> max) through fitness testing can be determined directly or by indirect means. All

indirect methods of fitness testing will only predict a  $VO_2$  or  $VO_2$  max value, whereas the direct method provides an accurate measurement.

The JRFT shuttle run and the alternative CTPWT and CTPRT are indirect methods of determining whether an officer has the required minimum  $VO_2$  max for established role-related levels.

A direct fitness testing method would determine  $VO_2$  and  $VO_2$  max through gas exchange analysis, measuring breath-by-breath pulmonary ventilation and expired values of oxygen and carbon dioxide. Normally a treadmill or cycle ergometer would be used, and the exercise intensity would be incrementally increased until the subject reached a point of volitional exhaustion ( $VO_2$  max), or a predetermined sub-maximal  $VO_2$  value. This method is generally considered the 'gold standard' of measuring  $VO_2$  and  $VO_2$  max.

As outlined in National Police Chiefs' Council (NPCC) correspondence on 20 January 2020, where unsatisfactory performance procedures (UPP) have been initiated for officers and the inability of the officer to complete the JRFT is a relevant factor in the force's decision, the NPCC fitness testing working group (FTWG) recommends that these officers be subjected to gas exchange analysis testing (to the standard of the JRFT) prior to any formal sanction.

It is recognised that such testing does require specialist equipment and administration, and such testing would incur additional costs to forces. However, considering the costs associated with the final stages of the UPP process, and the costs of any subsequent challenges, the working group considers this proportional. It has also identified that two forces (Hampshire and the Metropolitan Police Service) already possess such equipment and are willing to engage with forces to make such tests available.

Ultimately the decision whether to offer gas analysis test (if at all) is for forces to make and there is no mandated requirement that this test must be offered.

## Equality and diversity

Forces should consider the positive action provisions under the Equality Act 2010. These provisions allow the police force to enable people with that protected characteristic to overcome or minimise the disadvantage, meet their needs or to enable or encourage them to participate in the JRFT. Examples of potential positive action are outlined in **JRFT familiarisation and support**.

Any measures will only be legitimate if they are a proportionate means of achieving the aims set out above.

Forces should assess all initiatives as a proportionate means of enabling officers who share a protected characteristic to overcome any disadvantage connected to the protected characteristic, to meet their needs or to enable or encourage them to participate in the JRFT.

There should not be a blanket policy in place to always treat officers who have protected characteristics more favourably than those who do not share the protected characteristic.

In addition, forces must consider support processes for all to help candidates pass the JRFT on their first attempt or develop them after they have recorded a fail.

## Potential for unlawful discrimination

Any test that is part of a selection process for a job comes under the requirements of the employment provisions of equality legislation. A fitness test has the potential to discriminate unlawfully, directly and indirectly. Direct discrimination occurs if someone is treated less favourably because of a protected characteristic. Indirect discrimination occurs if a provision criterion or practice (such as a fitness test) is applied universally but puts a person from a protected group at a particular disadvantage, and cannot be justified as a proportionate means of achieving a legitimate aim.

Forces need to assess a fitness test that, if not passed, has sanctions and potential employment implications, and consider whether any potential discrimination can be justified as being a proportionate means of achieving a legitimate aim.

## Equality monitoring

The FTWG considers that the outcomes of implementing the in-service fitness test should continue to be monitored at force and national level. This ensures that the standard remains relevant and can continue to be justified as being a proportionate means of achieving a legitimate aim. To use the positive action provision of the Equality Act 2010, forces will need to monitor and review the pass rates of all those required to undertake the test by reference to their protected characteristics.

## Delivery

**Health and safety** – a specific risk assessment for the JRFT (shuttle run or CTPWT) must be completed by a suitably experienced person. The risk assessment should be reviewed by a designated health and safety adviser/officer periodically, in the event of significant injury/illness to a participant or if an organisational restructure affects JRFT delivery. An example of an appropriate risk assessment is shown in **Appendix C**. Other local force considerations will be needed to add or influence the scoring or content of the risk assessment.

**Staffing** – forces must be satisfied that staff members delivering the JRFT test are competent to do so, as well as first aid-certified. Forces must record the qualification/certification in the risk assessment. It is for individual forces to decide the required qualification to administer the JRFT and any alternative test offered. It is envisaged that a generic physical training instructor (PTI) qualification, such as Level 2 Fitness Instructor, is sufficient for the 15m MSFT and the CTPWT.

**Medical screening** – all candidates must complete a medical screening questionnaire prior to undertaking the JRFT, including alternative tests (an example questionnaire is shown in **Appendix B**). The screening questionnaire must be part of the risk assessment and approved by an occupational health specialist. A designated occupational health specialist must review the medical screening questionnaire periodically or in the event of significant injury/illness to a participant. Candidates should complete this questionnaire as part of the pre-join instructions for undertaking the fitness test.

Where practicable, forces should provide the questionnaire to candidates at least six weeks prior to the anticipated date of the JRFT. The questionnaire will identify the requirement for a referral to a specialist for further assessment and determine the individual's suitability to participate in the JRFT. On the day of the test, participants should complete a further health declaration (**Appendix D**) confirming that they are fit to perform the test and there is no medical condition or injury that prevents them from undertaking the test.

## Data collection

It is important that forces continue to audit the number of passes and failures to understand how specific groups of individuals (for example age, sex and officers who have a disability) are performing and to help improve the implementation of the test.

## Appendix A: Background to the JRFT

The Home Secretary accepted the recommendation of the Police Advisory Board for England and Wales (PABEW) to introduce, in part, the recommendation made in the Winsor Review (Part 2) for annual fitness testing of serving police officers.

The initial Recommendation 33 to implement fitness testing made in Winsor (Part 2) states:

‘A fitness test should be introduced in September 2013 for all police officers and staff required to undertake personal safety training. Participants should be required to attain level 5:4 on a 15-metre shuttle run. From September 2014, those who fail the test three times should be subject to the appropriate disciplinary procedures.’

The PABEW reconsidered the part of the recommendation stating that officers who fail the test on three occasions should be subject to appropriate disciplinary procedures. It recommended instead that forces provide supportive action through force performance procedures to officers who fail the test. The Home Secretary accepted Winsor Recommendation 33, subject to the caveat proposed by the PABEW.

This guidance sets out how forces should implement the annual fitness testing regime for police officers who are required to undertake personal safety training (PST) and provides advice on support measures to assist officers in passing the job-related fitness test (JRFT).

## Appendix B: JRFT medical screening questionnaire

The purpose of this questionnaire is to ensure that your health is not placed at risk when you perform the job-related fitness test (JRFT).

Name:

Date:

Warrant no.

Contact tel:

If no positive answers are given to questions 1, 2 and 3 you may take the JRFT. If a positive answer is given to question 1 to 4 you will be referred to occupational health for further assessment to determine whether you are can take the JRFT.

1. Are you pregnant or have you given birth within six months of your JRFT due date?

Choose an item.

2. Do you have any injury, ailment or condition that could inhibit your participation in the JRFT?

Choose an item.

If Yes, please specify:

3. Are you currently on any prescribed medication?

Choose an item.

If Yes, please specify:

4. Are you currently being investigated or receiving treatment for a heart or cardiovascular condition?

Choose an item.

If Yes, please specify:

**Signature:**

**Date:**

## Appendix C: Association of Police Health and Safety Advisors (APHSA) generic risk assessment – job-related fitness tests (JRFT)

Assessment scope/title:	Date of assessment:	Date for review:
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Ref.	Hazard details (Record details of what could cause injury or harm)	Who may be harmed and how? (Record details of all those at risk from the hazard and how they may become harmed)	Risk (Force risk matrix refers) <b>Likelihood x severity = risk</b>	Control measures (List all necessary control measures needed to reduce the risk to acceptable levels)	Person responsible (Identify the appointment holder responsible for ensuring controls are in place)	Residual risk (Force risk matrix refers)
1	<b>Inadequate instruction</b>	Police (P) Instructor (I) and Police Staff (PS)		<ul style="list-style-type: none"> <li>For JRFTs, all instructors must be suitably trained to in-house standard to ensure consistency and minimum standard of competency</li> </ul>		

				<ul style="list-style-type: none"> <li>▪ Instructors must give the standardised pre-test brief outlining test procedures and tips on turning and pacing</li> <li>▪ Implement generic warm-up prior to the JRFT, which allows opportunity for familiarisation with the test</li> </ul>		
<b>2</b>	<b>Unsuitable venue</b>	P, I and PS		<ul style="list-style-type: none"> <li>▪ Ensure venue is suitable for the JRFT and adequately risk assessed prior to the dates</li> <li>▪ Ensure reasonable housekeeping standards are maintained, fire exits clear and students made aware of designated assembly point/fire exits</li> <li>▪ Compliance with venue risk assessment</li> <li>▪ Instructors to complete dynamic assessment of venue immediately prior to JRFT to ensure it is suitable. Use JRFT pre-test checklist</li> </ul>		

				<ul style="list-style-type: none"><li>▪ All candidates must be clearly briefed on the facilities (such as fire evacuation procedures)</li><li>▪ Instructor to participant ratio as per force protocols and procedures</li><li>▪ Instructors to stop JRFT whenever potential risks of injuries arise</li><li>▪ There must be a minimum of one metre between participants</li><li>▪ A one-metre clear run-off should be given either side of the 15-metre JRFT area. Ensure any pieces of equipment (badminton posts/nets, football goals) are well clear of the testing area</li><li>▪ Store all bags and personal belongings away from the area where the JRFT is being conducted</li></ul>		
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3	<p><b>Pre-JRFT (screening and pre-test)</b></p> <p>Serious illness or fatality</p>	P and PS		<ul style="list-style-type: none"> <li>▪ All participants informed of acceptable dress prior to test via the JRFT information pack</li> <li>▪ Implement positive action/familiarisation of testing regime for all potential participants</li> <li>▪ Complete informed consent and health screening questionnaire at least four weeks prior to JRFT</li> <li>▪ Questionnaire reviewed by appropriate competent person</li> <li>▪ Do not test any staff identifying medical problems on the questionnaire</li> <li>▪ Occupational health referral for any potential problems identified in the questionnaire</li> <li>▪ Participants must present a medical clearance form to instructors on the day of the JRFT</li> </ul>		
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				<ul style="list-style-type: none"><li>▪ All participants will be required on the day to sign a declaration that they are fit to undertake the JRFT and that there have been no changes since the submission of the pre-screening questionnaire</li><li>▪ Only participants who are suitably dressed with appropriate footwear (as advised in the JRFT information pack) will be permitted to undertake the JRFT</li><li>▪ Instructors must make a secondary verbal check that all participants are fit to participate prior to and on completion of the generic warm-up</li><li>▪ All instructors must be trained in provision of basic first aid</li><li>▪ A defibrillator and a means of summoning emergency</li></ul>		
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				medical assistance must be present for all JRFT sessions		
4	<b>Slip, trip or fall</b>	P		<ul style="list-style-type: none"> <li>▪ The floor surface should be of a suitable standard</li> <li>▪ The floor surface must be clear, clean, clearly marked and maintained</li> <li>▪ All candidates must be wearing appropriate footwear</li> <li>▪ All Instructors must be trained in the provision of basic first aid</li> <li>▪ Compliant to all relevant Health and Safety Executive approved codes of practice (HSE ACOPs)</li> </ul>		
5	<b>Physical exertion</b> Musculoskeletal injury	P		<ul style="list-style-type: none"> <li>▪ All candidates must not run beyond demonstrable standard</li> <li>▪ All candidates must be clearly briefed on safety and requirements</li> <li>▪ Candidates must declare any current musculoskeletal injury that they feel may deteriorate</li> </ul>		

				<p>as a result of undertaking the JRFT</p> <ul style="list-style-type: none"> <li>▪ Instructors to constantly monitor participants for signs of injury or illness. Instructors must withdraw participants who have obvious signs of injury to prevent more serious injury</li> <li>▪ The JRFT must be terminated if any participant displays signs and symptoms of serious injury or illness</li> <li>▪ All instructors must be trained in basic first aid</li> </ul>		
<b>6</b>	<b>Inadequate warm-up and preparation</b>	P		<ul style="list-style-type: none"> <li>▪ All JRFTs must be preceded by the approved generic warm-up conducted by a competent instructor</li> <li>▪ Participants should be informed that they must comply with the generic warm-up to participate in the JRFT. If an officer repeatedly fails to comply with the warm-up, they</li> </ul>		

				<p>should not be permitted to undertake the JRFT</p> <ul style="list-style-type: none"> <li>Participants should be given time immediately before the test to make their own final adjustments</li> </ul>		
7	<b>Defective electrical equipment</b>	P, I and PS		<ul style="list-style-type: none"> <li>Electrical equipment is to be used and handled in accordance with the manufacturer's instructions</li> <li>Electrical equipment to be PAT tested in accordance with PAT testing schedule</li> </ul>		
8	<b>Soreness, stiffness or medical problem post-test</b>	P		<ul style="list-style-type: none"> <li>The test must be terminated once the demonstrable standard has been attained</li> <li>On completion of the JRFT, instructors should encourage participants to undertake the generic cool down</li> <li>Instructors to ask participants if any injuries sustained as a result of undertaking the JRFT</li> </ul>		

				<ul style="list-style-type: none"> <li>▪ Instructors must complete health and safety incident report form to document all injuries</li> </ul>		
9	<b>Harm due to thermal effects</b>	P, I and PS		<ul style="list-style-type: none"> <li>▪ JRFT must only be conducted at ambient temperatures between 5 and 30°C. Check ambient temperature using room thermometer where there are concerns temperature is outside of this range</li> <li>▪ Initial safety brief to include information on thermal effects</li> <li>▪ Instructors to make participants aware that they should inform instructor if they are or suspect they are suffering from thermal effects</li> <li>▪ Instructor to constantly monitor physical condition of participants and must intervene if any are suspected of suffering from thermal effects</li> </ul>		

				<ul style="list-style-type: none"> <li>Participants should be encouraged to bring their own water/fluids in the joining instructions</li> </ul>		
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ASSESSOR NAME:	SHOULDER/STAFF NUMBER:	SIGNATURE:	DATE:
BUSINESS RISK MANAGER:	SHOULDER/STAFF NUMBER:	SIGNATURE:	DATE:

## Appendix D: JRFT health declaration

I am/I am not at present undergoing treatment/taking medication under the direction of a medical practitioner (including physiotherapy).\*

I have the following injury/medical condition(s) outlined below.\*

I do not have any injury or medical condition(s).\*

\*Delete as appropriate

**(Enter details in comment box below or strike through as appropriate.)**

Comments:

I understand that failure to disclose any existing medical or physiological condition may affect any future claim for loss or injury as a result of this training or undertaking the job-related fitness test.

Date

Signed

Print name

Warrant/employee no

Trainer's comments (confirm with individual whether they have undertaken an occupational health assessment concerning their suitability to undertake the JRFT, and if any of the conditions have arisen subsequent to that assessment):

This form may be forwarded to occupational health if required.

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## About the College

We're the professional body for the police service in England and Wales.

Working together with everyone in policing, we share the skills and knowledge officers and staff need to prevent crime and keep people safe.

We set the standards in policing to build and preserve public trust and we help those in policing develop the expertise needed to meet the demands of today and prepare for the challenges of the future.

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