

Product Licence Schedule

Initial Police Learning and Development Programme (IPLDP) Basic, Initial Learning for Special Constables (IL4SC), Police Community Support Officers (PCSO)

Ref. no.: PL-L-101

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Product Licence Schedule: Initial Police Learning and Development Programme (IPLDP) Basic, Initial Learning for Special Constables (IL4SC), Police Community Support Officers (PCSO)

1. Introduction

- 1.1 This product licence schedule forms part of the College of Policing's (the 'Licensor's') consolidated licence. It articulates the terms and conditions which relate specifically to this Product but **must** be read in conjunction with the consolidated licence. A copy of the consolidated licence can be found at: <https://www.college.police.uk/career-learning/licensed-products>.
- 1.2 A list of all the Licensor's licensed products (and licence fees for organisations who are not a Home Office Police Force) as well as Product Licence Schedules for each Product is published [online](#) (excluding any police sensitive products). Licensees are also able to refer to our online Licensed Product and Licensees Register to check whether their organisation has a consolidated licence and which products they are licensed to use/deliver at: <https://www.college.police.uk/about/licensing-products>.
- 1.3 The College's work is organised into four portfolios and its people are organised into professional communities and business units (enabling services). Responsibility for this Product (the 'Initial Police Learning and Development Programme (IPLDP), Initial Learning for Special Constables (IL4SC), Police Community Support Officers (PCSO)') sits within the Engagement and Implementation professional community.
- 1.4 For enquires regarding this Product please contact National Policing Curriculum team at: NationalPolicingCurriculumEnquiries@college.police.uk.
- 1.5 For enquiries about licensing please contact the Copyright and Licensing team at: Copyright&Licensing@college.police.uk

2. Background

- 2.1 This Product consists of the following three programmes which are all being phased out:
 - Initial Police Learning and Development Programme (IPLDP) Basic
 - Initial Learning for the Special Constabulary (IL4SC) Programme
 - Police Community Support Officer (PCSO) Programme
- 2.2 The Initial Police Learning and Development Programme (IPLDP) was introduced in 2006 as the approved national standard of learning and development for all Police Constables. From 2020 it has been phased out and replaced with an updated curriculum that

underpins three new entry routes. The curriculum underpinning IPLDP has not been maintained since 31 December 2019.

- 2.3 The outgoing Initial Learning for the Special Constabulary (IL4SC) Programme is the Initial Police Learning Programme Board (England and Wales) approved national standard of learning and development programme for all Special Constables. The IL4SC programme mirrors the IPLDP programme and qualification, but is broken down into three distinct phases to take account of the limited time Special Constables have to train. The IL4SC takes account of significant developments in relation to initial Special Constable practice since its launch in 2012. This outgoing programme is now overseen by the Initial Policing Education Board.
- 2.4 The outgoing Police Community Support Officer (PCSO) Programme is the Initial Police Learning Programme Board (England and Wales) approved national standard of learning and development programme for all Police Community Support Officers. The PCSO programme takes account of significant developments in relation to initial PCSO practice since its launch in 2010. This outgoing programme is now overseen by the Initial Policing Education Board.

3. Licensed Purpose

- 3.1 Subject to the licence terms and the Licensee acknowledging that the Product is not being maintained or updated by the Licensor, this Licence enables all Licensees who are Home Office Police Forces (listed at Schedule D of the consolidated licence) to deliver the Product to the Permitted Audience to aid smooth transition to the new initial entry routes.
- 3.2 Subject to the licence terms, this Licence enables Licensees who are not Home Office Police Forces to use this Product to support their delivery of initial training subject to the Licensee acknowledging that the Product has been developed for a policing purpose and for use by Home Office Police Forces in England and Wales, and is not being maintained or updated by the Licensor. In such circumstances, the Licensor does not warrant or represent that the Product is appropriate for any particular use by such Licensees or that the Product will remain appropriate to the Licensees' needs. The Licensor is not responsible, and has no liability, for any actions or inactions of such Licensees or any individuals permitted to receive training from such Licensees under this Licence. The Licensor does not endorse any activity of such Licensees. Use of the Product is entirely at such Licensees' own risk.

4. Licensed Resources (as updated from time to time)

- 4.1 The full list of licensed resources for this Product are listed in Appendix A.

5. Access to Licensed Resources

- 5.1 This Product can be accessed on College Learn (the Licensor's online learning management system) provided by the Digital, Data & Technology (DDaT) team.

6. Government Security Classifications (GSC)

- 6.1 The licensed resources in this Product are classified as OFFICIAL under the Government Security Classifications and are to be handled accordingly.

7. Confidentiality and Security

- 7.1 The licensed resources in this Product are designated as Confidential Information and must be treated as confidential and safeguarded accordingly (consolidated licence clause 5 refers). For the avoidance of doubt, this includes but is not limited to the uploading of tactics or curriculum materials to corporate or personal websites, social media, or other social platforms, or making available at events or open days.

8. Product enquiries and requests for disclosure under the Freedom of Information Act (FOIA) and Criminal Procedures and Investigations Act (CPIA)

- 8.1 All enquiries relating to this Product must be referred to the Licensor promptly.
- 8.2 Licensees who are subject to requests for disclosure under FOIA or CPIA are required to consult the Licensor before disclosing any of the Licensor's Products which are either classified as OFFICIAL-SENSITIVE or above under the GSC or contain police tactics and must use all reasonable endeavours to secure exemptions from disclosure.

9. Licence Term

- 9.1 The licence term for this Product ends on 31 March 2023 and includes a two-year 'teaching' period for Learners already enrolled on programme at licence expiry, which ends on 31 March 2025.

10. Licence Fees

- 10.1 There is no licence fee for the use of this Product as it is not being maintained or updated by the Licensor.
- 10.2 Any support required by the Licensee to use/deliver this Product to the required standards will be charged at a daily rate to be agreed by both parties.

11. Use in Licensee's Own Products

11.1 Clause not used.

12. Use of Licensor's Logo

12.1 The Licensee may use the College of Policing logo in association with their use of this Product in accordance with the Licensor's brand guidelines.

12.2 Permission to use the logo is not transferable to other parties and the logo shall not be used in a manner which might imply that the Licensee's product(s) are endorsed by the Licensor as meeting any standard. Example of acceptable wording is, 'Courses are delivered in accordance with the College of Policing's licensed learning standards and materials'.

12.3 Use of the logo must not reduce or diminish the reputation, image and prestige of the Licensor.

12.4 Permission to use the logo may be withdrawn at the Licensor's absolute discretion and with immediate effect when written notice is served by post, email or in person.

13. Permitted Audience

13.1 Where the Licensee is a Home Office Police Force, the Product may be used to provide training to its Internal Staff and also to other Home Office Police Forces personnel including Specials, PCSOs and Police Support Volunteers.

13.2 Where the Licensee is not a Home Office Police Force, the Product shall only be used to provide training to its Internal Staff on a non-commercial basis, except as expressly authorised under the Licence.

13.3 Licensees must obtain prior written approval from the Licensor to extend the Permitted Audience, whether on a commercial or non-commercial basis by submitting a [Permission Request Form](#).

14. Commercial Use

14.1 Where the Licensee is a Home Office Police Force, the Licensee is permitted to cross-charge other Home Office Police Forces up to Full Cost for the delivery of services utilising the Product to the Permitted Audience.

14.2 Where the Licensee is not a Home Office Police Force, the Product shall only be used to provide training to its Internal Staff on a non-commercial basis.

14.3 Except as permitted above this Product shall not be used to generate income without the Licensor's prior written permission.

15. Sharing/Outsourcing

15.1 Except as permitted in this Licence this Product shall not be shared with third parties without the Licensor's prior written permission.

16. Adapting/Modifying

16.1 This Product (excluding e-learning and any other digital content produced by the Licensor including videos, audio files, games, animations) may be marginally adapted for local contextualisation purposes thereby creating a local version of the Licensor's Product.

16.2 Where the Product has been marginally adapted Licensees may continue to use the Licensor's logo/branding (and add their own logo if they choose) but shall mark the new materials as being modified from the Licensor's original materials and acknowledge that these materials are not accredited by the Licensor.

16.3 Modified versions of the Product shall only be used for the original Licensed Purpose and Permitted Audience.

16.4 The Licensor does not accept responsibility for any modifications or any change to the meaning of the Product as a result of any modification.

16.5 Licensees shall not re-purpose or make changes (except contextualisation changes as described in clause 16.1) to the Product without the Licensor's prior written approval.

17. Product Improvements

17.1 Clause not used.

18. Supplementary Materials

18.1 Any additional materials created or used by the Licensee to supplement the Product cannot be validated or endorsed by the Licensor.

19. Permission Requests

19.1 Licensees shall request permission to use this Product outside these licence terms by submitting a [Permission Request Form](#) to the Copyright and Licensing team at: Copyright&Licensing@college.police.uk, at least 14 days before contract and/or commencement.

20. Territory

- 20.1 Where the Licensee is a Home Office Police Force, this Product shall only be used within England and Wales. For the avoidance of doubt, this excludes the States of Guernsey, Jersey and the Isle of Man.
- 20.2 Where the Licensee is not a Home Office Police Force, this Product shall only be used within the Licensee's Official Business Premises.

21. Police Service Quality Management System (PSQMS)

- 21.1 The PSQMS is the Licensor's online software application used to manage quality assurance in line with the national policing curriculum. Where the Licensee is required to undertake a self-assessment to demonstrate to the Licensor that it meets the required standards set by the Licensor, the Licensor hereby grants the Licensee a licence to access and use the PSQMS solely for this purpose.
- 21.2 Guidance materials to support the use of the PSQMS and Terms of Use can be obtained from: PSQMS.Enquiries@college.police.uk.
- 21.3 The PSQMS is hosted on the secure police CJX system via: <https://psqms.college.police.uk> and on the internet via: <https://psqms.ncalt.com>.

22. Quality Criteria and Delivery Standards

- 22.1 The learning standards for the Product are defined in the national policing curriculum (NPC). The national policing curriculum is supported by a wide range of management and trainer resources, including where appropriate programme specifications and trainer guides. Licensees shall ensure they are using the latest versions of these documents. These are accessible from College Learn: <https://www.learn.college.police.uk>.
- 22.2 Where the Licensee is a Home Office Police Force, Licensees shall monitor their use or delivery of the Product in line with the requirements of the Police Service Quality Assurance (PSQA) Scheme. Further information on the Scheme can be obtained from: PSQA.Enquiries@college.police.uk.
- 22.3 A copy of the Police Service Quality Assurance (PSQA) Scheme handbook is accessible from College Learn: <https://www.learn.college.police.uk>.
- 22.4 Where the Licensee is not a Home Office Police Force, the Licensee may either monitor their use or delivery of the Product in line with the requirements of the Police Service Quality Assurance (PSQA) Scheme or apply their own quality assurance process to ensure the integrity of the Product and any delivery requirements specified in this

Licence. Licensees may be required to evidence their quality assurance processes on receipt of a request for such from the Licensor or an authorised representative.

- 22.5 The Licensor may require Licensees to participate in national PSQA audits. If this Product is selected for auditing, the Licensee shall co-operate with the Licensor in conducting the auditing exercise and undertakes to ensure that its staff comply with its obligations under this clause.
- 22.6 Use or delivery of the Product shall be in accordance with the relevant programme handbook or programme specification. For the avoidance of doubt, this Licence shall take precedence over the handbook and any supplementary guidance documents.
- 22.7 In accordance with consolidated licence clause 4.1.9 the Licensor has access at all reasonable times to oversee the Licensee's use of the Product to ensure compliance of the current delivery standards and licence terms.
- 22.8 Final demonstration of competency for the role of Police Constable should be measured using the assessment criteria associated with the outgoing Diploma in Policing other than those relating to investigations, where the PIP1 assessment criteria from the current PIP1 standalone investigation programme should be used.
- 22.9 Final demonstration of competency for the role of Special Constable should be measured against the assessment criteria of the Police Action Checklist (for independent patrol) and the assessment criteria associated with the outgoing Diploma in Policing other than those relating to investigations, where the PIP1 assessment criteria from the current PIP1 standalone investigation programme should be used.
- 22.10 Final demonstration of competency for the role of PCSO should be measured against the assessment criteria associated with the outgoing Diploma in Policing other than those relating to investigations, where the PIP1 assessment criteria from the current PIP1 standalone investigation programme should be used.

23. Prior Experience, Pre-requisite and/or Co-requisite Learning

- 23.1 Programme entry requirements must be in line with:
- Police Regulations (see <http://www.legislation.gov.uk/id/uksi/2003/527>)
 - The detailed eligibility criteria for a police officer (e.g. age, nationality requirements, physical fitness requirements)
 - The Police SEARCH® or Day One Recruit Assessment Centre (one of the stages in the recruitment process – see the College of Policing website for more information)
 - Any additional entry requirements specific to the recruiting force.

APPENDIX A – full list of licensed resources

Trainer Resources	MLE Codes
Initial Learning Outcome Tracking Sheet v1.7	ILP_4_100_XLS
IPLDP & IL4SC Learning Outcome Tracking Sheet v1.0	IPLDP&IL4SC_4_116_XLS
Initial Learning Scheme of Work (Final)	ILP_4_113_PDF
PCSO Diploma Learning Outcome Tracking Sheet	PCSO_4_116_XLS

Learner Resources	MLE Codes
Adults at Risk	PROT_4_SN_023_PDF
Alcohol and Drug Offences and Substance Abuse/Misuse	IVST_4_SN_041_PDF
An Introduction to Policing the Roads	ENPS_RPPD_SN_028_PDF
Arrest, Detention & Custody	PSRM_4_SN_007_PDF
Assaults	IVST_4_SN_039_PDF
Case File Management	ETHV_4_SN_005_PDF
Child Abuse	PROT_4_SN_026_PDF
Child Sexual Exploitation	PROT_4_SN_027_PDF
Counter Terrorism	INTL_4_SN_036_PDF
Criminal Justice System	ETHV_4_SN_002_PDF
Dealing with Roads Related Incidents & Minor Collisions	ENPS_RPPD_SN_023_PDF
Disrupting Criminality & Countering Terrorism	ENPS_RPPD_SN_022_PDF
Domestic Abuse	PROT_4_SN_031_PDF
Driver Responsibilities & Related Offences	ENPS_RPPD_SN_024_PDF
Ethics of Professional Policing	ETHV_4_SN_001_PDF
Female Genital Mutilation	PROT_4_SN_029_PDF
First Responder to Emergency Incidents	POEP_4_SN_048_PDF
Forced Marriage	PROT_4_SN_030_PDF
Handling Information & Intelligence	INTL_4_SN_037_PDF
Honour Based Violence	PROT_4_SN_028_PDF
Identification of Suspects	FORE_4_SN_020_PDF
Introduction to Public Protection	PROT_4_SN_022_PDF
Justice Outcomes	ETHV_4_SN_004_PDF
Managing Offenders	PROT_4_SN_035_PDF
Mental Ill Health & Learning Disability Awareness	PSRM_4_SN_006_PDF
Missing Persons	PROT_4_SN_024_PDF
Modern Slavery	PROT_4_SN_025_PDF
Offensive Weapons and Articles with Blades or Points	IVST_4_SN_040_PDF
Other Policing Incidents	IVST_4_SN_042_PDF
PIP L1 Conduct Investigations	IVST_4_SN_044_PDF
PIP L1 Conducting Police Interviews	IVST_4_SN_045_PDF
PIP L1 Responding to an Incident	IVST_4_SN_043_PDF

Policing in the Community	CECP_4_SN_017_PDF
Policing the Roads in the Community	ENPS_RPPD_SN_025_PDF
Prostitution	PROT_4_SN_034_PDF
Public Order Offences	POEP_4_SN_047_PDF
Recognising and Responding to Critical Incidents	POEP_4_SN_046_PDF
Roads Related Offences Disposal Options	ENPS_RPPD_SN_026_PDF
Scene Preservation and Exhibits	FORE_4_SN_018_PDF
Search Powers, Procedures & Stop and Search	FORE_4_SN_021_PDF
Sexual Offences	PROT_4_SN_033_PDF
Stalking & Harassment	PROT_4_SN_032_PDF
Theft Related Offences and Criminal Damage	IVST_4_SN_038_PDF
Use of CCTV Evidence by the Police	FORE_4_SN_019_PDF
Use of Police ICT	IFMT_4_SN_015_PDF
Use of Radio Communications	IFMT_4_SN_016_PDF
Vehicles and Related Offences	ENPS_RPPD_SN_027_PDF
Victims & Witnesses	ETHV_4_SN_003_PDF
Dealing with Enforcement	IVST_4_SN_038_PDF
Dealing with Enforcement Officer	IVST_4_SN_01_01
Evidence Based Policing	ETHV_4_SN_041_PDF
1 Apply An Evidence Based Jan2016 (Diploma Unit)	ILP_4_101_PDF
2 Supporting VW and VP Jan2016 (Diploma Unit)	ILP_4_102_PDF
3 Manage Conflict Situation Jan2016 (Diploma Unit)	ILP_4_103_PDF
4 Use Police Powers To Deal With Suspects Jan2016 (Diploma Unit)	ILP_4_104_PDF
5 Conduct Police Searches Jan2016 (Diploma Unit)	ILP_4_105_PDF
6 Handle Information and Intelligence Jan2016 (Diploma Unit)	ILP_4_106_PDF
7 Provide An Initial Response to Policing Incidents Jan2016 (Diploma Unit)	ILP_4_107_PDF
8 Conduct Investigations Jan2016 (Diploma Unit)	ILP_4_108_PDF
9 Interview Victims and Witnesses Jan2016 (Diploma Unit)	ILP_4_109_PDF
10 Interview Suspects Jan2016 (Diploma Unit)	ILP_4_110_PDF
Apply an Evidence-Based Approach to Community Issues (PCSO) Mar 2016	ILP_4_111_PDF
Engaging and Communicating with the Community (PCSO) Mar 2016	ILP_4_112_PDF
Dealing with Enforcement Officer	IVST_4_SN_046_01_01

Assessment	MLE Codes
Competency Based EBP Template	ILP_4_124_PDF
ABS on Competency Based EBP PC Example	ILP_4_125_PDF
Burglary Competency Based EBP PC Example	ILP_4_126_PDF
Disqual Driver Competency Based EBP PC Example	ILP_4_127_PDF
Police Action Checklist (PAC)	ILP_4_140_DOC

Example PAC Evidence Jan 2016	ILP_4_141_PDF
1 Apply An Evidence Based Jan2016 (Diploma Unit)	ILP_4_101_PDF
2 Supporting VW and VP Jan2016 (Diploma Unit)	ILP_4_102_PDF
3 Manage Conflict Situation Jan2016 (Diploma Unit)	ILP_4_103_PDF
4 Use Police Powers To Deal With Suspects Jan2016 (Diploma Unit)	ILP_4_104_PDF
5 Conduct Police Searches Jan2016 (Diploma Unit)	ILP_4_105_PDF
6 Handle Information and Intelligence Jan2016 (Diploma Unit)	ILP_4_106_PDF
7 Provide An Initial Response to Policing Incidents Jan2016 (Diploma Unit)	ILP_4_107_PDF
8 Conduct Investigations Jan2016 (Diploma Unit)	ILP_4_108_PDF
9 Interview Victims and Witnesses Jan2016 (Diploma Unit)	ILP_4_109_PDF
10 Interview Suspects Jan2016 (Diploma Unit)	ILP_4_110_PDF
Apply an Evidence-Based Approach to Community Issues (PCSO) Mar 2016	ILP_4_111_PDF
Engaging and Communicating with the Community (PCSO) Mar 2016	ILP_4_112_PDF
Initial Learning Scheme of Work (Final)	ILP_4_113_PDF

Other	MLE Codes
Pre-join Approved Provider Guide	ILP_4_130_PDF
IPLDP Pre-Join CKP Programme Specification	ILP_4_131_PDF
IPLDP Programme Specification	ILP_4_133_PDF
IL4SC Programme Specification	ILP_4_134_PDF
PCSO Programme Specification	ILP_4_135_PDF
Aide Memoire First Actions at Scene of Sudden or Unexpected Death	ILP_4_142_PDF
Initial Learning Guide for Local Delivery	ILP_4_136_PDF