



College of
Policing

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Product Licence Schedule

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

Ref. no.: PL-L-101

Version: 2.0

Date: April 2020

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1. Introduction

- 1.1 This product licence schedule forms part of the College'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: www.college.police.uk/About/Copyright_Licensing/Pages/default.aspx
- 1.2 A list of all the College's licensed products is contained within the College's Portfolio of Licensed Products and you are able to use our online database to check whether your organisation has a consolidated licence with the College and which products it is licensed to use/deliver at:
www.college.police.uk/About/Copyright_Licensing/Pages/default.aspx
- 1.3 Responsibility for this product sits within the College's Workforce Development Directorate.
- 1.4 For enquires regarding this product please contact the National Policing Curriculum team at: NationalPolicingCurriculumEnquiries@college.pnn.police.uk.
- 1.5 For enquiries about licensing please contact the Copyright and Licensing team at: Copyright&Licensing@college.pnn.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)
 - 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 is being 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. Licenced 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 achieve compliance with relevant Authorised Professional Practice (APP) and national standards.
- 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

- 4.1 The full list of licensed resources for this Product is listed in Appendix A and include the following:

4.1.1 IPLDP:

- IPLDP National Curriculum
- IPLDP Programme Specification
- Initial Learning Outcome Tracking Spreadsheet (LOTS)
- IPLDP relevant e-learning
- IPLDP Student Notes
- National PACs - Police Action Checklist (Trigger for Independent Patrol)
- Scheme of Work
- Evidence-Based Policing template and examples
- Multiple-Choice Question Bank
- Scenario-based assessments

4.1.2 IL4SC Programme:

- IL4SC National Curriculum
- IL4SC Programme Specification
- Police Action Checklist (PAC) – trigger for independent patrol
- Initial Learning Outcome Tracking Spreadsheet (LOTS)
- IL4SC relevant e-learning
- IL4SC Student Notes
- Scheme of Work
- Evidence-Based Policing template and examples
- Multiple-Choice Question Bank
- Scenario-based assessments

4.1.3 PCSO Programme:

- PCSO National Curriculum
- PCSO Programme Specification
- Initial Learning Outcome Tracking Spreadsheet (LOTS)
- PCSO relevant e-learning
- PCSO Student Notes
- Evidence-Based Policing template and examples

5. Access to Licensed Resources

- 5.1 This Product can be accessed under the Core Learning category on the College's Managed Learning Environment (MLE) or College Learn.

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).

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 GSCs or contain police tactics and must use all reasonable endeavours to secure exemptions from disclosure.

9. Licence Term

9.1 The licence for this Product commences on 1 April 2020 and ends on 30 June 2020.

10. Licence fees

10.1 There is no licence fee for the use this Product as it is not being maintained or updated by the Licensor.

10.3 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 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 identity manual.

12.2 Permission to use the logo is not transferable to other parties and the logo may 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 also be used to provide training 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 may only be used to provide training to its internal staff on a non-commercial basis.
- 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 **Permissions 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 may only be used to provide training to its internal staff on a non-commercial basis.
- 14.3 Except as permitted above this Product may 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 may not be shared with third parties without the Licensor’s prior written permission.

16. Adapting/modifying

- 16.1 Product materials (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 national product.

- 16.2 Licensees may continue to use the College logo/branding (and add their own logo if they choose) but must mark the new materials as being modified from the Licensor's original Product and acknowledge that these materials are not accredited by the Licensor.
- 16.3 Modified versions of Licensor's Product may 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 may not re-purpose or make significant changes 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 **Permissions Request Form** to the Copyright and Licensing team at: Copyright&Licensing@college.pnn.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 may 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 may only be used within the Licensee's official locations.

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.pnn.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 the Managed Learning Environment (MLE): <http://mle.ncalt.pnn.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.pnn.police.uk
- 22.3 A copy of the Police Service Quality Assurance Scheme (PSQA) Handbook is accessible from Managed Learning Environment (MLE): <http://mle.ncalt.pnn.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 against the assessment criteria of the Diploma in Policing (2016) - the formal qualification which accredits the IPLDP national learning programme. This qualification should be administered by a relevant Awarding Organisation (AO) working in conjunction with the Licensee.
- 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 Diploma in Policing (2016) - the formal qualification which accredits the IL4SC national learning programme. This qualification should be administered by a relevant Awarding Organisation (AO) working in conjunction with the Licensee.
- 22.10 Final demonstration of competency for the role of PCSO should be measured against the assessment criteria of the Diploma in Policing (PCSO) (2016) - the formal qualification which accredits the PCSO national learning programme. This qualification should be administered by a relevant Awarding Organisation (AO) working in conjunction with the Licensee.

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 Code
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

Learner Resources	MLE Code
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

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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
Anti-Social Behaviour : Your Powers -e-learning	COP DS 256 O EL 001 03 01
CBRN : Initial Operational Response - e-learning	COP DS 291 O EL 001 04 01
Child Sex Offender Disclosure Scheme - e-learning	NCALT 029 03 00
Conflict Management - e-learning	PL IPL CMT 01 01
Cyber Crime and Digital Policing - First Responder - e-learning	NCALT-121 121 02 00
Cyber Crime and Digital Policing - First Responder Introduction - e-learning	NCALT_118_01_00
Cyber Crime and Digital Policing Investigation - e-learning	NCALT 122 02 00
Digital Communications, social media, cyber crime and policing - e-learning	NCALT_117_02_00
Director of Public Prosecutions Guidance and the National File Standard - e-learning	NCALT_012_07_01
Domestic Violence Disclosure Scheme - e-learning	COP DS 257 O EL-001 02 01
Dealing with Enforcement Officer	IVST 4 SN 046 01 01

Assessment	MLE Code
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

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Engaging and Communicating with the Community (PCSO) Mar 2016	ILP_4_112_PDF
Initial Learning Scheme of Work (Final)	ILP_4_113_PDF
CKP Scenario Based Assessment (1)	CKP_4_117_PDF
CKP Scenario Based Assessment (2)	CKP_4_116_PDF

Other	MLE Code
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