



**Kent
Police**

SPECIAL CONSTABULARY

Self Selection Questionnaire



Kent Police

OUR DUTY OF CARE TO YOU

1. Kent Police has a duty of care to you under Health & Safety legislation, to ensure that you are properly trained and equipped to carry out the role of a **Special Constable**.
2. On successful completion of the Assessment Centre process, you will be required to pass a basic medical examination, which will be carried out at the Occupational Health Department, Force Headquarters. The medical examination will include a blood pressure check, a urine test, a lung capacity test, a pulse rate check and a hearing test.
3. On passing the medical you will be trained in law and in unarmed self-defense tactics and in the use of officer safety equipment. The training requires a reasonable level of physical fitness.
4. Once you have successfully completed your training you will be appointed as a **Special Constable**. If you have any concerns please contact the Special Constabulary Administration Department on free phone 0500 787700.

THE COMMITMENT WE ASK OF YOU

- ❖ For your initial training, we expect you to attend a mix of non-residential weekends and evening sessions over an eleven-week period at Kent Police College, Maidstone. The sessions are designed to provide you with law based subjects and officer safety training. To be appointed as a **Special Constable** you must attend and successfully complete all the sessions.
- ❖ On appointment as a **Special Constable**, we expect you to perform a minimum of four hours duty each week. This duty time is likely to incorporate operational patrol as well as attendance at local "Special Events" such as carnivals and shows.
- ❖ You will be expected to actively participate in a further eight week structured training programme for your next level of training. This training commitment will be in addition to the four hours minimum weekly duty time and will consist of a weekly evening training session, delivered on your local Area.
- ❖ In addition, you will also be required to attend refresher-training sessions when they are due.

Thank you for your interest in the police service.

- Our standards are high and the recruitment and selection programme is rigorous, and we select only the best.
- Before you complete an application form, you should first check to see if you are eligible for the police service.
- The questions below are here to help you decide whether you are eligible. You should answer honestly.
- The questionnaire will only take a few minutes.

Eligibility criteria	Yes	No	Further guidance
Age: Are you over 18 years old			See note 1.
Nationality You need to be a British citizen or a member of the EC/EEA. Commonwealth citizens and foreign nationals who are resident in the UK free of restrictions can also apply. Are you one of these?			See note 2.
Criminal Record: Ideally, you should not have a criminal record but some minor offences may not exclude you. Have you ever been convicted or cautioned for any offence either as an adult or a juvenile.			If yes, check note 3 to see if you are eligible.
Tattoos: Do you have any tattoos on your hands, neck, forearms or face?			If yes, you may still be eligible – see note 4.
If yes, could your tattoo(s) cause offence to members of the public or colleagues, or be considered lewd, garish or provocative?			If yes, it is likely you are ineligible.
Financial Status: Are you or have you ever been registered as bankrupt?			If yes, you may still be eligible – see note 5.
Do you have, or have you had any County Court Judgements against you?			If yes, you may still be eligible – see note 5.
Are any of your financial arrangements (including mortgage) in arrears or have you had any loans/credit arrangements withdrawn?			If yes, you may still be eligible – see note 5.
Physical Fitness: You need to be fit to be a police officer. Are you physically fit?			If no, see note 6.
Health: You need to be in good health physically and mentally to be a police officer. Do you have any medical conditions which could preclude you from becoming a police officer?			If in doubt, see note 7.

Eligibility criteria	Yes	No	Further guidance
Eyesight: Can you see the 4th line from the bottom of an optician's chart with either your right or left eye and the 2nd line from the bottom of the chart with both eyes together (wearing spectacles or contact lenses if necessary)?			If in doubt, see note 7.
If you wear spectacles or contact lenses can you see the 2nd line from the top of an optician's chart without your spectacles or contact lenses (with both eyes together)?			If in doubt, see note 7.
Have you undergone Radical Keratotomy (RK) or Arcuate Keratotomy or had a corneal graft?			If yes, you are not eligible.
Have you undergone any other refractive surgery such as Photorefractive Keratectomy (PRK), LASIK, LASEK, ICRS?			If yes, you will still be eligible if six weeks has elapsed since surgery. See note 7.
Excluded Occupations: Persons in certain occupations or holding certain appointments may not be appointed as Special Constables.			Please see note 8 for excluded occupations and appointments.

Education

No formal educational qualifications are required. However, you must be able to cope with the training requirements and be able to manage the full range of tasks expected of a constable.

The next steps

If any of your answers fall outside the shaded boxes, you may not be eligible to join the Kent Special Constabulary. You should refer to the relevant notes for more information. Unfortunately we are not able to comment further on your eligibility until you have undertaken your assessment centre process.

Eligibility criteria for recruitment to the police service

In order to join any police force in England and Wales you will need to meet the criteria and national standards set out below.

Note 1 Age

You may apply to the police service on reaching the age of 18 years. You must be 18 years and 6 months old before you can be appointed.

There is no upper age limit for appointment but beyond 55 is subject to medical assessment and annual review.

Note 2 Nationality

To be eligible for appointment you must be a British citizen or a member of the EC or other states in the EEA (Iceland, Norway, Liechtenstein).

Commonwealth citizens and foreign nationals are also eligible but only if they are resident in the UK free of restrictions.

Note 3 Criminal record

Police officers must respect and uphold the law. They should be law abiding and have a high standard of personal behavior and social conduct.

Officers with criminal associations or convictions may be vulnerable to pressure to disclose information. Convictions and cautions for certain offences can also undermine a police officer's position as a witness in court. For these reasons, police forces need to be careful about recruiting people with cautions or convictions.

Although you may still be eligible to join the police service if you have minor convictions/cautions, there are certain offences and conditions, which will make you ineligible. Read the following and if you are still unsure you should contact your local recruitment office.

Applications will not be accepted from those who have been convicted

or cautioned for a serious arrestable offence including:

- ❖ Murder - Manslaughter - death by reckless driving
- ❖ Rape - Kidnapping - Firearms offences
- ❖ Gross indecency - Hostage taking, hi-jacking or torture

In general, applications will also be rejected if an applicant has:

- committed any offence (as an adult or juvenile) which resulted in a prison sentence, including custodial, suspended or deferred sentence and sentences served at a young offenders' institution or community home
- received a formal caution (including reprimands and final warnings) for a recordable offence within the last five years
- been convicted as a juvenile within the last five years for any recordable offence
- Any other recordable offence within the last five years other than those listed above.

(A recordable offence is any offence held on the Police National

Computer. This includes offences punishable by imprisonment and others specified in the National Police Records (Recordable Offences) Regulations 2000.)

You must include spent convictions under the Rehabilitation of Offenders Act 1974 (by virtue of the provisions of the Rehabilitation of Offenders Act 1974 (Exemptions)) Order 1975) or any involvement with civil, military or transport police.

Applicants are likely to be rejected if they have been involved in any of the following:

- Offences involving serious violence or injury (including Grievous Bodily Harm (GBH) and Actual Bodily Harm (ABH))
- Offences involving unsolicited violence towards others
- Unlawful possession of weapons, firearms or going equipped to steal
- Acts of indecency and abuse or neglect of children
- Public Order offences - involvement in riot, violent disorder, affray, causing intentional harassment, alarm or distress
- Racially motivated or homophobic offences
- Burglary and offences which involve elements or acts of dishonesty, corruption, substantial financial gain or serious loss to anyone including theft, fraud and deception
- Serious involvement in drugs including possession of a Class A drug (heroin, morphine) or more than one Class B drug (amphetamines) and/or supplying drugs of any kind
- Reckless or Dangerous Driving; or one offence of drink driving, drunk in charge, or drugs driving, within the last ten years
- Other serious motoring offences such as convictions within the last five years, driving without insurance, failing to stop after an accident or driving whilst disqualified
- More than three endorsable traffic convictions (including fixed penalties) and/or two or more convictions for regulatory offences within the last five years such as failure to renew vehicle excise license.

Note 4 Tattoos

You should not have tattoos, which could cause offence. Tattoos are not acceptable if they:

- Undermine the dignity and authority of the office of constable
- Are garish or numerous or particularly prominent.

- Could cause offence to members of the public or colleagues and/or invite provocation. This would include tattoos which are rude, lewd, crude, racist, sexist, sectarian, homophobic, violent or intimidating or tattoos which display unacceptable attitudes towards women, minority groups or any other section of the community, or alignment with particular groups which could give offence to members of the community.

Note 5 Financial vetting

Police officers are in a privileged position with regard to access of information and could be considered potentially vulnerable to corruption. Applicants to the police service should not therefore be under pressure from undischarged debts or liabilities and should be able to manage loans and debts sensibly.

- Applicants who have existing County Court Judgments outstanding against them or who have been registered bankrupt and their bankruptcy debts have not been discharged will not be considered.

- Applicants who have discharged County Court Judgements may be considered.
- Applicants who have been registered as bankrupt and their bankruptcy debts have been discharged will only be considered after three years from discharge of the debt. Recruitment is dependent upon successful financial vetting checks.

Note 6 Physical fitness

Applicants must be physically fit enough to perform the duties of a constable safely and effectively and to handle police equipment.

Membership of BNP or similar

The police service has a policy of prohibiting any of their officers or staff from becoming members of the BNP or similar organizations whose aims, objectives or pronouncements may contradict the duty to promote race equality.

If you are, or have been, a member of the BNP or similar, your application may be rejected.

Note 7 Health, eyesight and disability

Applicants must be in good health, of sound constitution and able both physically and mentally to perform the duties of a police officer once appointed.

Police Officers are covered by the Disability Discrimination Act. If you have a disability, we will make adjustments where it is reasonable to do so. Please provide any relevant information about your disability and details of any reasonable adjustments you think you may need to undertake the assessment process and the role of a police officer. Disability is defined as 'a physical or mental impairment, which has a substantial and long-term adverse effect on the ability to carry out normal day-to-day activities.' Successful applicants will fill in a medical questionnaire and undertake a medical examination prior to appointment. All applicants will have their eyesight examined at the medical assessment stage. Failure to meet the standards means you cannot be appointed. You will also be required to pass a physical fitness test.

The Eyesight Requirement

You may have seen a chart like the diagram below at you opticians.

The actual chart is much larger and is read from a distance of 6 metres. Each line equates to a standard. The standard you need to meet either with or without spectacles or contact lenses is:

Distance Vision

6/12 or better with either your left or right eye 6/6 with both eyes together. If you wear spectacles or contact lenses you also need to reach 6/36 without your spectacles or lenses.

Near Vision

N6 with both eyes together (aided)

Colour Vision

The use of colour correcting lenses is not acceptable. Severe colour vision deficiencies (monochromats) are not acceptable.

Mild anomalous trichromats are acceptable but you will need to be aware of the deficiency and make appropriate adjustments.

Eye Surgery

Radical Keratotomy, Arcuate Keratotomy or corneal grafts are not acceptable.

Other forms of refractive surgery such as LASIK, LASEK, PRK, ICRS, epiflap are all acceptable provided that six weeks have elapsed since surgery, there are no residual side effects and the other eyesight standards are met. You may be asked to provide a report from an optician. This can be found at www.policecouldyou.co.uk under Eyesight Standards.

A	6/60
BC	6/36
DEFG	6/24
HIJKLM	6/18
NOPQRSTU	6/12
VWXYZABCD	6/9
EFGHIJKLMNOPQ	6/6
RSTUVWXYZABCDEF	6/5

Note 8 Excluded Occupations and Appointments

Persons in the following occupations or holding the appointments shown may not be appointed as Special Constables:-

- Bailiffs
- Civilian Detention Officers
- Clerks to the Court
- Clerks to the Justices
- Full time or retained Fire Officers
- Liquor Licence Holders
- Magistrates
- Managers / Asst Managers of Licensed Premises, Licensees of Betting / Gaming Premises (including spouses and partners)
- Members of Police Authorities
- Members of Private Police Forces
- Neighbourhood Wardens
- Prison Custody Officers (private companies)
- Private Detectives
- Private Enquiry Agents
- Probation Officers
- Serving members of the Armed Forces
- Social Workers
- Store Detectives
- Warrant Officers
- Youth Workers
- Community Support Officers with a Patrol Function
- Civil Wardens
- Highways Agency Traffic Officers.