GWEx tel: 01481 706567





Employer: WEX TEMPLATES **Contact:**

Supervisor:

Employer Tel:

Website:

Job: Police & Guernsey Border Agency

Classification: Protective Services Ref: 50,019

Aims & To develop key skills through the experience of work.

Objectives: To gain an insight into the work of law enforcement in Guernsey. (police constable & border

agency/customs)

Key Tasks: LAW ENFORCEMENT STUDENTS WILL HAVE ONE DAY WITH THE POLICE AND ONE DAY WITH THE

BORDER AGENCY.

Students should be aware that because of the nature of this work a high degree of

observation/shadowing will be necessary.

Students will be given a full induction into the working environment within Guernsey Law

Enforcement on their first day.

Dependent on workload/resources students may spend some time in different areas e.g. work with officers with dogs, in the control room, radio, out on foot patrol, on a mobile patrol (cars), attending the post office, work with immigration officers and work with administration teams.

Students may take part in simulated training sessions.

***IT SHOULD BE APPRECIATED BY ALL PARTIES (STUDENTS AND PARENTS) THAT BY THE VERY NATURE OF POLICE WORK, STUDENTS MAY BE EXPOSED TO CONVERSATIONS, SIGHTS AND SITUATIONS, WHICH MAY NOT BE DEEMED APPROPRIATE IN AN IDEAL WORLD. (A signed disclaimer to this effect will be required prior to the commencement of any placement, please speak to your careers teacher or the Guernsey Work Experience Office)

Requirements: Students should have common sense, confidence and initiative and should be able to communicate

well and follow rules closely.

Confidentiality MUST be observed things seen and heard on placement must stay on

placement!!

Students should have a genuine interest in this area of work. A good general standard of fitness. STUDENTS SHOULD BE AWARE THAT IN LINE WITH LAW ENFORCEMENT REQUIREMENTS SECURITY CLEARANCE WILL BE REQUIRED VIA AN ENHANCED POLICE CHECK BEFORE ACCEPTANCE OF ANY

PLACEMENT.

Note: this means by asking for this placement you are allowing GWEx to forward your home address and date of birth to the police.

Clothing: Students must dress smart/casual, trousers preferred although not jeans. Please discuss clothing at

interview as dress depends on the day's programme.

Working Hours: STUDENT MAY ONLY ATTEND 2 DAYS (DAYS TO BE ALLOCATED) 1st day 9am 5pm & 2nd day

7am 1pm Monday & Tuesday or Thursday & Friday

Meal Breaks: Half an hour break (on first day only) which can be taken off site depending on the day's programme

(packed lunch advisable if in patrol car)

Interview Y Student to Arrange: Y

Required:

Notes: Student should make telephone contact to arrange times and ask any questions prior to

placement.

Employer's Health & Safety Risk Assessment:

LACK OF KNOWLEDGE, EXPERIENCE & AWARENESS: Students will be supervised at all times. WORKPLACE SPECIFIC HAZARDS: In the event of an 'incident' out on duty student may be sent back to the main

police station or car hall.

EQUIPMENT & MACHINERY, CHEMICALS & FLAMMABLE MATERIALS: Students will not come into contact with or use

live firearms/explosives. Students will not use any hazardous machinery or chemicals

SLIPS, TRIPS & FALLS: Students will not work at heights..

LIFTING & MANUAL HANDLING: safe manual handling will be shown if required.

CHILD PROTECTION ISSUES: all Law Enforcement staff are police checked.

ELECTRICITY: Safe use of electrical items to be shown.

PERSONAL PROTECTIVE EQUIPMENT: Safety equipment to be used as directed.

COMPUTERS & WORK STATION: Regular breaks from computer screens are required during prolonged use.

Special Notes:

Parents/Guardians will be expected to give details of any health problems e.g. epilepsy, asthma etc on the agreement form

Last Visit Date: Next Visit Date: Risk Band: M