**Eligibility for the Cleveland Police PCDA programme**

Education requirements

Applicants must have a level 2 qualification in English and Maths. Evidence of this will need to be provided to the Higher Education (H.E) provider before a place on the course is offered.

Applicants with a level 3 qualification or above (equivalent to at least 80 UCAS points) are likely to progress straight through to shortlisting however, applicants without a level 3 qualification will be reviewed on a case by case basis by both Cleveland Police and the HE provider.

To check on your UCAS points, please click here:

<https://www.ucas.com/undergraduate/what-and-where-study/entry-requirements/ucas-tariff-points>

Age

Applicants must be 18 years of age to apply.

Driving requirements

Applicants will have held a full, UK driving license for at least six months at the point of being offered a place on the PCDA. This license must allow you to drive a manual car.

You may be required through your career to drive a vehicle with more than 8 passengers for which you would need a D1 entitlement. You should have this if you passed your driving test prior to 1st January 1997. If you do not have a D1 on your licence this can be arranged through the Force medical at a later date.

Right to work in the UK

Applicants will be asked during pre-employment to prove their right to work in the UK. If an applicant does not have a valid 10 year British passport, they may wish to follow the below link to understand what other documents could be used instead.

[Check if a document allows someone to work in the UK.](https://www.gov.uk/legal-right-work-uk)

Facial piercings

Facial piercings are not an automatic bar from application. However the prominence and location of facial piercings will be considered as to whether they undermine the dignity and authority of the role and whether there may be implications for an officer’s safety.

Tattoos

Visible tattoos would not be acceptable if they are particularly prominent, garish, offensive, or if they undermine the dignity and authority of the role.

Business interests (and other professional commitments).

Applicants must declare any other employment for hire or gain or any other business interests that you intend to maintain, when you apply to become a Police Officer. If you, your spouse, or a relative holds or has a financial interest in any licence or permit relating to liquor licensing, refreshment houses or betting and gaming or regulating places of entertainment in the area of the police force in question, you may not be eligible for appointment.

Applicants may serve as a member of the schools main Governing Body, in their official or private capacity, however they must advise the Force via a Business Interest Form for this to be recorded and approved

Applicants could not continue in the role of Treasurer or be responsible for the dismissal of staff.

If applicants have a relative who is a magistrate, they would need to report the circumstances to the Force.

The position regarding a Police Officer is that they should not take an active part in politics.

The Recruitment Process

Step 1: Self-assessment of suitability using the eligibility criteria set

Step 2: Application form

Step 3: National Police SEARCH Assessment Centre

Step 4: Final in-force interview

Step 5: Assessment by the Higher Education Provider

Medical Assessment

Applicants who pass all relevant recruitment stages as listed about will then undertake a medical assessment which will generally be carried out by our Occupational Health team. Checks will consist of:

* BMI
* Eye sight test [(please click here to view the standards)](https://www.gov.uk/government/publications/circular-0032017-amendment-to-eyesight-standards-police-recruitment)
* Colour vision
* Lung function
* Hearing

You will be asked to complete a confidential medical history questionnaire, which needs to be validated by your GP. If a cost is incurred for this service this will be at your own expense.

We will collect a sample of hair approximately 50 to 100 strands from the crown of the applicants head to test for substance misuse.

Fitness Test

Applicants will be asked to undertake a fitness test which entails attaining a level of 5:4 on the multi-stage fitness test (bleep test). A good indicator of the fitness level needed for this test is to be able to run at a good pace for around four minutes over a distance of about 700 metres.

References

At the point of success, references will be sought from previous employers for a period covering 3 years or 2 employers and 1 character reference, unless deemed necessary to ask for further information.

Vetting

Security checks will be carried out on all applicants and you will be required to provide details to enable us to do so. We will also need to take your fingerprints and DNA samples to carry out some final vetting checks against our databases

Applicants will be asked questions about their wider family members and what their relationship is to the applicant along with their addresses. This could include spouse or partner, parents, step parents and partners, children and siblings. The details will be viewed by the Force Vetting Officer.

Police forces would ensure they obtain adequate and satisfactory vetting information on all applicants. Therefore if an applicant has recently resided abroad, forces will ensure they have obtained a 3 year checkable history. This applies to all applicants including UK nationals who have been living abroad.

Police Regulations 2003 prohibit any officers or staff from becoming members of organisations whose aims and objectives may contradict the duty to promote race equality.

Any offences committed as an adult or juvenile which resulted in a prison sentence (including custodial, suspended or deferred sentence and sentences served at a Young Offenders institutional or community home) would impact on the recruitment process.

Cautions including reprimands and final warning, for recordable offences or Juvenile convictions within the last 5 years may also impact.

[Please click here for further information to be used as a guide regarding Criminal Convictions.](file:///C:\Users\c8128\AppData\Local\Microsoft\Windows\INetCache\IE\YZ2OCJWX\Further%20information%20regarding%20vetting.docx)

When an outstanding charge or summons is disclosed the application will be placed on hold until the outcome is known, at which point it may be considered.

Applicants will have their financial status checked as part of the vetting process.