



Suffolk Volunteer Police Cadets

General Information

The Aims of Suffolk Constabulary Volunteer Police Cadets are: -

- To promote and encourage a practical interest in policing among young people
- To provide training which will encourage positive leadership within communities
- To encourage the spirit of adventure and develop qualities of leadership and good citizenship

In order to further enhance the understanding of the purpose behind the initiative a mission statement and motto are provided which succinctly sum up the Constabulary's rationale for implementation of a VPC scheme.

The Mission Statement is: -

“To reduce youth vulnerability to crime and social exclusion through enhancing young peoples' ability to contribute and achieve”

Our Motto is: -

"It's not where you've come from; it's where you're going that counts".

Management of The Scheme

Each Volunteer Police Cadet Unit will be managed locally with the Local Policing Commander having overall responsibility for the day-to-day running of their individual unit. However, each Unit must be set-up and run based on Corporate Aims, Objectives and Methodology.

Cadet Leaders

Cadet leaders will be volunteers recruited from within Suffolk Constabulary – they can be any rank or grade including Special Constables and Police Support Volunteers.

Cadet Rank Structure

Each Unit will be formed into sections; a maximum of four called, Blue, Yellow, Green and Red.

These will be led by section leaders, denoted by one silver bar on the epaulette. There will be a section leader for each section and Units may decide to appoint Section Leaders in other roles, for example, to take responsibility for training/mentoring new cadets.

Each Unit will appoint a Senior Cadet denoted by two silver bars on their epaulettes. Who will be responsible for mentoring and guiding the Section Leaders.

Recruitment

Cadets will be recruited between the age range of 13 to 16 years but will be allowed to remain as a cadet until their 18th birthday.

Cadets should come from the local area of where the unit is based. The scheme welcomes young people of all abilities. If a recruit has special requirements this will wherever possible be accommodated, if necessary utilizing the support of a carer provided by the cadet.

Any young person will be considered. Where demand outweighs capacity, those with greater need will be considered over ability.

Previous offending, Reprimands, Final Warnings and minor Criminal Convictions will **not** be a reason to exclude a young person.

It is expected that any cadet that commits a criminal offence and is dealt with by colleagues will inform the Unit Leader and appropriate action will be taken depending on the nature of the offence. (See the code of conduct) In most cases the cadet will remain in the unit unless the offending continues or brings the Unit or Constabulary into disrepute.

The Leaders of each unit will seek to maintain a balanced unit providing a healthy mix of Male and Female members across the full age range, ethnic and social groups.

Nationally the Police Service has a policy prohibiting any of their officers, staff or volunteers from becoming members of, or engaged in activities with, the British National Party or similar organisations, whose aims, objectives or pronouncements may contradict the duty to promote race equality. Any applicant who is or has been a member of the BNP or similar organisation will be rejected.

Vetting

All potential cadets will be vetted. The purpose of this vetting is not to routinely preclude any potential young person from membership but rather to allow the cadet leaders to manage any potential risk that is highlighted – the check will be carried out by the Constabulary Vetting department and any issues will be highlighted to the Cadet Liaison Manager who in consultation with the local Cadet Leaders will decide if any potential risk is manageable.

Attendance

A Cadet may leave at anytime. If a cadet exhibits unacceptable behaviour that breaches the code of conduct, they may be requested to leave. If the Cadet is below 17 years then a parent or guardian will be contacted and involved in the process.

If a cadet is unable to attend the weekly meeting, they should contact an agreed person/telephone number within their Unit to notify their non-attendance. If a cadet fails to attend two weeks out of a rolling two-month period without notification or good cause the Cadet Leader will consider their position and where they may be required to leave.

Cadets may, if necessary, be given a maximum of 6 months “career break”, for example, to allow for studying or family commitments.

Meetings

Meetings will ordinarily take place on Police premises, however, where a Unit is not able to meet at such Premises (either short term or long term); other suitable premises may be used.

The meetings will take place weekly throughout the year and be of around a two-hour duration. There can be organised activities outside of this core meeting time both during weekends and school holiday times – no activity shall be organised which would encourage cadets to be absent from a place of education during normal term time.

Uniform

All cadets will be issued with a uniform, which will remain the property of Suffolk Constabulary. Cadets will be expected to provide their own black uniform footwear, socks and/or tights for uniform purposes. Cadets will be responsible for maintaining this footwear at their own expense.

Where the normal uniform issued is not compatible with the religious, cultural or physical needs of individual Cadets. The Cadet leaders will negotiate with the Cadet, their guardian and the Procurement Department to find more suitable replacements.

Lost items of clothing or equipment must be reported without delay to the local Cadet Leader. Any items of Uniform that are lost or damaged (other than through fair wear and tear) will be replaced at cost to the individual Cadet.

Standards of Dress

Cadets are ambassadors for Suffolk Constabulary, particularly for the youth arena and as such are expected to portray a professional image and act responsibly at all times.

Hair will be neatly trimmed and off the collar. In the case of females, long hair will be held in a bun and held with black hairnets and ribbons or 'scrunchies'. Males who choose to grow long hair will also be required to wear it in a bun. Males are allowed to grow beards or moustaches but will not be allowed to have stubble, which gives the appearance of not having shaved.

Cadets will not smoke or chew gum whilst in uniform or on police premises at any time.

Cadets will not wear their uniform when on route to cadet activities; they must always wear a civilian item of clothing on top of their uniform so that they are not readily identifiable as a cadet or confused with being a police officer.

Footwear will be clean and highly polished and be black and flat heeled. Socks will be plain black or navy blue and be long enough to fit onto the shin.

Trousers, and shirts will always be clean and ironed. Headdress will be worn at all times whilst wearing a uniform outdoors, unless there are specific cultural, religious or faith justifications.

When in uniform, rank insignia will always be worn.

Cadets may wear watches and one ring, which should not have large parts, which may harm the wearer.

Those cadets with pierced ears may wear plain studs or ‘sleepers’, unless there are specific cultural, religious or faith justifications. This will only apply where both ears are pierced. Any other piercing must be removed whilst wearing a uniform.

Those cadets who choose to wear makeup may wear subdued colours.

Training and Development

During the first 12-month period cadets will be expected to follow a training and development programme.

Each Cadet will be provided with a development and training programme, containing achievable, time related tasks. Each cadet will be expected to complete the tasks as set out within the set period of time. This will include activities related to station duties; knowledge of localised community operations and selected tasks related to assisting local SNT staff.

Cadet Leaders will monitor each Cadet’s development. Achievements will be rewarded by the presentation of certificates when agreed milestones have been attained.

The Years activities and Training should fall within five main headings, which are the key outcomes of the “Every Child Matters” initiative (sub-heading provided for clarity some activities may well fall into more than one broad heading).

1. Making a Positive Contribution

- a. Community Engagement Activities
- b. Supporting Safer Neighborhood Teams
- c. Community Projects
- d. First Response to an Incident

2. Economic Well Being

- a. Law
- b. Crime Reduction
- c. Managing Money

3. Staying Safe

- a. Personal Safety
- b. First Aid
- c. Drug and Alcohol Education

4. Being Healthy

- a. Sport
- b. Drill
- c. Team Games
- d. Healthy Living

5. Enjoying and Achieving

- a. Outward Bounds Activities
- b. Social and Recreational Activities

Activities

Social activities will be arranged for and by Cadets throughout the year.

Units will be expected to give full support to multi-unit events. These activities may entail Cadets spending limited periods of time away from home.

All local initiatives and projects will be approved by the Cadet Liaison Manager and will be supervised by Cadet Leaders.

Outdoor activities and particularly adventure activities conducted during annual camps, (such as canoeing, abseiling etc), will only be led by staff or contractors who have undergone satisfactory training and are certificated and competent to lead and run such activities. All Outdoor Activities will be provided by suitably qualified and experienced personnel in accordance with the Activities Centres Young Persons Safety Act 1995 and the Adventure Activities Licensing Act 2004.

Where activities are carried out by other organisations such as military cadet corps or other approved organisations then Cadets should be encouraged to take part. Individual development plays a large part in Cadet activities and an understanding of other youth organisations will play a part in preparing Cadets for their future careers and life opportunities as adults.

Cadets will be expected to carry out some police tasks under the supervision of other regular Police Officers, and Police Community Support Officers. These tasks may include non-confrontational patrol activities with regular Police Officers and Police Community Support Officers, but not independent patrol of any sort. Cadets will be allowed to patrol with officers once they reach the age of 16yrs, have completed awareness training in relation to radio usage, first aid and officer safety. These Officers will ensure that conflict or violent situations are actively avoided.

Cadets may be used on station duties following training and under the supervision of a regular Officer or member of Police Staff.

Funding

Cadets will* pay a small weekly amount for the purchase of items required for events and activities such as annual camp and welfare needs or other authorised activities or events. (*Lack of contribution due to personal hardship / circumstances will not exclude the individual from any activities within the unit).

The level of this subscription will be decided, and reviewed annually. It is currently set at £3 per weekly session.

Certificate

On leaving the VPC, if they have served for one year or more, the Cadet will receive a certificate stating the length of time served as a member of the VPC and an assessment of their character covering their Cadet service.

How to Apply

Further information and application forms can be obtained from by e-mailing cadetsinfo@suffolk.pnn.police.uk.