



# Getting Ahead – Summer Work

#BrockFreshers

## Public Services Level 3 Extended Diploma and Teamwork & Leadership in the Community Level 2 Certificate

Ensure your work is in folders, with the unit number and title and put onto a memory stick ready to transfer over to the college system on your return.

Units to be revised

- Unit 1 Government and Policies
- Unit 2 Leadership and Teamwork
- Unit 3 Citizenship and Diversity
- Unit 4 Discipline
- Unit 10 Skills for Land base
- Unit 12 Crime and its effect on Society
- Unit 16 Career Planning
- Unit 20 Communications and Technology
- Unit 36 Employment

Answer all questions in as much detail as possible. Ensure all units are completed. Use the question sheets as your front page and the work should then follow behind. Use the questions as the subtitle. Ensure your name and unit you are working on is on every page using a header and footer, and also page numbers.

### Unit 1: Government and Policies

1. Explain how the elements in the UK parliament provide a constitutional democracy?
2. Name the leaders of the main political parties in the United Kingdom
3. How many MPs are there?
4. Who can stand for election?
5. Explain what is meant by Royal Assent.
6. Identify three factors that can affect government policy.
  - 1.
  - 2.
  - 3.



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## Unit 2: Leadership and Teamwork in the Public Services

1. What is a Team?
2. List 3 benefits of using teams in the uniformed public services.
3. What are the main purposes of a team briefing?
4. Give a brief summary of Belbin's team roles.
5. List the four stages of Tuckman's Theory.
  - 1.
  - 2.
  - 3.
  - 4

## Unit 3: Citizenship, Diversity and the Public Services

1. What is a citizen?
2. What is Diversity?
3. What are the qualities of a good citizen?
4. What are the Human Rights?
5. What are the key pieces of Equality Legislation in the UK?
6. What is a grievance procedure?
7. What is positive action?
8. How will demographic changes affect the public services?
9. List three fictional and three factional portrayals of the public services
10. What is the difference between a statutory and a non-statutory public service?



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## Unit 4: Understanding Discipline in the Uniformed Public Services

1. How does the rank structure of the Metropolitan Police Service differ from county Police services?
2. What is the difference between a rule and a regulation?
3. What is meant by anarchy?
4. What is the role of discipline in the uniformed public services?
5. How does conformity differ from obedience?
6. What did Asch's experiment try to show?
7. What did Hofling's experiment try to show?
8. What did the studies of Zimbardo and Milgram have in common?
9. Give four reasons why self-discipline is needed in the uniformed public service.
10. What is the role of the IOPC (Independent Office for Police Conduct)?
11. What is meant by blind obedience?
11. What is a moral dilemma?
12. What legislation regulates the National Crime Squad?

## Unit 10: Skills for Land-Based Outdoor and Adventurous Activities

1. Why is it necessary to complete a risk assessment for every activity?
2. What is meant by the term 'severity' and 'likelihood'?
3. Which organisation issues licences for people to run adventurous activities?



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4. Define the term 'Skill' and 'technique'
5. What are the five points of the Countryside Code?
  - 1.
  - 2.
  - 3.
  - 4.
  - 5.

## Unit 12: Crime and its Effect on Society

1. What is anti- social behaviour? What current legislation is there to deal with this? Explain at least two.
2. It is important to deal with different offenders in a different way; can you identify the main sentences and orders a criminal court can impose? I will give you a clue: Prison.
3. In the 'red corner' nature (your biology). In the 'blue corner' nurture (your upbringing). Which side do you think will win and why? What are the theories of criminal behaviour? What other casual factors should we consider?
4. Why am I scared to go out after dark? How has crime affected me in this way, explain?
5. Do the police and other agencies do enough to reduce crime, disorder and anti-social behaviour? Can you list and explain five examples of what these organisations do to help reduce the risk?
6. I have been a victim of crime and now I need to go to court to tell them what happened. What will happen? Will I be looked after? Will I come face to face with the person who committed the crime? What support can I expect to receive from third sector organisations and other agencies?

Answer all the questions in as much detail as possible.



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## Unit 20: Communication and Technology in the Uniformed Public Services

1. Why do some communications need to be written? What are the advantages and disadvantages of written communications?
2. How have electronic communications helped the work of the public services? What are the key issues with their use?
3. How does email protocol for public services employees differ from the way an employee may use email in private correspondence?
4. Below are some key prowords. Check out what each of these mean and when it would be best used.
  - Back up
  - Code Zero
  - Nothing more
  - Reading back
  - Urgent call
  - Yes, yes
5. Identify two types of radio systems and describe the key features of each.
6. Explain the meaning of the abbreviations UHF, VHF and HF
7. Outline how one uniformed public service uses radios to support their day-to-day work.
8. Explain how WACCO is used in the blue light service
9. How have CCTV and video links assisted the work of the public services

Explain what thermal imaging technology is and how it is used by the Fire and Rescue Services.

## Unit 16: Career Planning for the Public Services

1. What do the initial CV stand for?
2. Name two different types of interview.



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3. Identify three different skills required by public services workers. I will start you off. Teamwork, self discipline....
4. Name three different types of communications skills.
5. Think of three SMART targets which will help you complete your qualification.

Specific

Measurable

Attainable

Realistic

Timely

## Unit 36: Employment in the Uniformed Public Services

1. Identify three roles of the Police Services (what roles do they do within the community; how do they support the community)
2. What does 'accountability' mean?
3. What is a 'Mission Statement'?
4. What is the Main role of the Royal Air Force?
5. What are 'conditions of service'?



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## Programmes to watch

BBC News/Sky News/ITV News – National and Local- keep up to date with current affairs is an absolute MUST!!!

- Ambulance - BBC1
- Police Hour of Duty – Channel 5
- Frontline Police – Channel 5
- Inside Prison: Britain Behind Bars ITV
- War Ships Life at Sea – Royal Navy – Channel 5