



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd



Undergraduate

Handbook

BA (Hons) Professional Policing

Cardiff School of Education and Social Policy



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Introduction

Welcome to Cardiff Metropolitan University



Congratulations on starting your Cardiff Met Journey! We have put together a series of activities and events to help you get to

know Cardiff Met, connect with your programme of study, and meet staff and other students.

Welcome Week provides you with the opportunity to settle into Cardiff Met and to get involved with your programme of study right from the start. During Welcome Week you will be involved in a group project which will provide you with a taste of what you can expect during your studies at Cardiff

Met. You will also be able to:

1. Meet your Personal Tutor, Programme Director, and fellow students.
2. Attend social activities and events on campus.
3. Work on a group project and present findings back to programme team.
4. Get to know the Cardiff Met campuses and surrounding areas.
5. Find out what services we have available to support you on your Cardiff Met journey.

When you turn up for your first day you will meet your Personal Tutor who will provide academic support and guidance during your time of study at Cardiff Met. They will also give you your Cardiff Met student card - as long as you've uploaded your photograph!

Please make sure that you attend the activities planned by your programme during Welcome Week, so you are prepared to start your Cardiff Met journey.

Finally, I hope you enjoy your time studying at Cardiff Met and I look forward to meeting you during Welcome Week.



Yours sincerely,

Kelly Hill, Programme Director



Essential Information

Programme Details

The BA (Hons) Professional Policing degree at Cardiff Met will help prepare you for a career as a police officer.

In 2020 policing became a graduate profession in England and Wales. This police course is designed to meet all the core requirements of the National Police Curriculum for the College of Policing's pre-join degree in Professional Policing.

Modern policing is facing new professional challenges and the communities served by the police are increasingly diverse and complex, with differing needs and priorities. The nature of crime is also evolving. The constable role sits at the heart of effective professional policing. This pre-join degree aims to equip you with the knowledge, skills and experience required for the police constable role. It aims to develop high levels of professional knowledge and skills across a range of complex and challenging situations and contexts, as well as demonstration of appropriate behaviours congruent with effective and appropriate front-line policing.

This BA (Hons) Professional Policing degree is an academic knowledge-based degree based upon the National Policing Curriculum for the police constable role; licensed by the [College of Policing](#).

Part-Time Students

Whilst full-time students should participate in everything, we recognise you may not be able to do everything because of other commitments, and we understand this.

Talk with your Personal Tutor about which activities will be most valuable for you. You will be welcome to join in all events during the week, as and when you can. Do, though, ensure that you have registered, and completed the required paperwork before attending any events.



International Students

We understand that for international students coming to the UK, adjusting to a new culture; finding somewhere suitable to live and following new processes and procedures can be quite overwhelming. The Global Student Advisory Service is available to offer friendly advice and support to all international students in relation to welfare concerns, academic skills, and immigration matters. For more information about the services available, access the links below:

Global Student Advisory Support

[Global Student Advisory Service International Welfare Advice](#)

[Global Student Advisory Service International Academic Advice](#)

[Global Student Advisory Service Immigration Advice](#)

Global Student Advisory Contacts

Welfare advice – intstudentadvice@cardiffmet.ac.uk

It is also important that you attend the activities planned for your course during Welcome Week, so you get to meet your Programme Directors, Tutors, and the rest of your cohort. This will help you to settle into your new environment and make new friends.



Meet the Team



Kelly Hill

Kelly is a Lecturer in Professional Policing and joint programme director for the course. She has 14 years policing experience with South Wales Police where she worked across various departments including response policing, CID and Public Protection. She spent 10 years in detective roles and 7 years as a Detective Sergeant on a Child Abuse Investigation Team, so has a particular interest in criminal investigations and safeguarding. She holds a BSc (Hons) degree in Psychology. She also holds a Post Graduate Certificate in Teaching in Academic Practice and has achieved her fellowship in Higher Education.



Lewis Ambler

Lewis is a Senior Lecturer in Professional Policing and joint programme director for the course. He has 13 years policing experience across two forces: Hampshire Constabulary and later South Wales Police. He has worked in a variety of policing roles ranging from response and neighbourhoods to CID and specialist investigations. He holds an undergraduate and postgraduate degree in Criminology and Criminal Justice. He also holds a Post Graduate Certificate in Teaching in Academic Practice and has achieved his fellowship in Higher Education.





Dan Williams

Dan Williams is a lecturer in professional policing and the programme director for the BSc (Hons) Criminology. Dan previously worked with at-risk young people and their families to develop a range of specific interventions aimed at combating youth gang indoctrination, radicalisation, and drug addiction. Dan has specific research interests in mental illness, rehabilitation, and non-clinical interventions for people within the criminal justice system. Dan holds a BSc in Police Sciences, BSc in Social Sciences (Criminology and Forensic Psychology), PGCE Post Compulsory Education and Training in Psychology, an MA in Special Needs, and Inclusion and is currently working towards his PhD in the applications of non-clinical therapies.



Hannah Dastgir

Hannah is a Lecturer in Professional Policing and has previously taught Policing at the University of the West of England. Hannah also has policing experience and has worked across various units including neighbourhood response, the domestic abuse unit and CID, where she obtained specialist skills as an advanced suspect interviewer, ABE trained interviewer and a sexual offences liaison officer. Hannah holds a bachelor's degree in BSc Criminology with Forensic Science and a master's degree in MSc Criminology and Criminal Justice.





James McCormack

James is a lecturer in Professional Policing and Criminology. He worked as a Crime Scene Investigator for South Wales Police for nearly six years where he examined a myriad of crime scenes ranging from criminal damage to murder. He was involved in several high-profile murder cases during his tenure. He worked alongside multiple departments whilst at South Wales Police including CID, Major Crime, PPU, and various external agencies. He holds a BSc in Forensic Biology and an MSc in Analytical and Forensic Science and is currently pursuing his PhD in Criminology, researching the decision making and sense-making of Crime Scene Investigators at scenes of sudden and suspicious deaths. He has a keen research interest in death investigations, police decision making and use of forensic science within criminal investigations.



Dr Nicholas Louis

Nick is a lecturer in Professional Policing and Criminology. He has over ten years of police experience with the West Tennessee Judicial Violent Crime and Drug Task Force and the City of Germantown Tennessee Municipal Police, in the US. He has worked as a criminal investigator, interstate interdiction agent, police K-9 officer, motor vehicle crash reconstruction expert, and patrol officer. He was also a field training officer and specialist law enforcement instructor in police officer safety, dangerous drug investigations, and impaired driving enforcement. He has a PhD in Law from the University of Westminster, Master of Laws with Distinction in International Law from the University of Westminster, and a BSc (Hons) degree in Criminal Justice from Loyola University Chicago.



Welcome Week

What to expect

During the week you will complete a project, which you will undertake with a group of other new students from your programme, supported by staff and current students who are on your programme. There will also be lots of help from the other university services, showing some great tools and techniques you can use to make your project a success.



At the end of the week, we will also give you some feedback on the strengths of your group's approach, sharing and celebrating what we have discovered together.

There will be an introduction to your new School and Programme and lots of fun activities to help you meet new people.

You will need to complete a bit of administration and check-in with your programme, so we know who is doing what, and when. You will also need to complete any outstanding enrolment matters, pick up Students' Union cards, and touch base with any specialised support services that you need.

Here's what Cardiff Met students enjoyed about Welcome Week

"Helped me settle in and took the pressure off travelling to a new place"

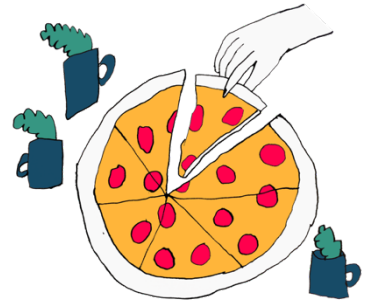
"The group projects to find out about our peers was a nice way of getting to know everyone"

"Helpful to chat informally to the Programme Director and chat about random things to help settle in".



Programme Activities and Project

During welcome week you will have the opportunity to take part in an activity with your peers which will allow you to get to know some of your new fellow students and give you a taste of what to expect as the course progresses. You will be split into groups and will be given a brief of an incident that you need to investigate as police officers...but all may not be as it seems! The incident will be set in the fictional 'Metville' and will give you the opportunity to try out our bespoke crime house that you will use for practical sessions throughout the course. You will then work as a team on your investigation and come back and tell us what you have found at the end of the week. We look forward to seeing what you come up with!



Freshers' Fayre

The Freshers' Fayre, organised by the [Students' Union](#), is your first chance to meet all our [SU Societies](#), [SU Sports Teams](#) and of course a chance to grab all manner of freebies from our commercial partners! The fayre is an all-day event taking place on Wednesday within NIAC on the Cyncoed campus! It is one of the highlights of the Freshers calendar and one of the only times during your university journey that every student from all Cardiff Met schools will be in the same place!

Head over to the [Cardiff Met Students' Union website](#) for up-to-date information on events, societies, support and more.



Welcome Week Activities (Foundation and Undergraduate)

During Welcome Week you will have the opportunity to:

- Attend a welcome meeting with your Programme Director and meet the team, where they will provide an introduction and outline expectations.
- Meet other students on your programme of study.
- Meet your Personal Tutor.
- Take part in a welcome week project with other students on your programme of study and present the findings from your project to staff and peers.
- Familiarise yourself with the campus.
- Explore what services are available to support you on your learner journey.
- Attend Fresher's Fayre on Wednesday.
- Attend a programme Meet & Greet Inspirational Session.
- Familiarise yourself with the digital tools you will be expected to use during your studies.
- Take part in a 'wrap up' session, reflect on the week and make sure you know what your timetable is looking like for the first week of teaching.
- Attend the Cardiff Met celebration event on Friday afternoon.

Please note you will find a detailed timetable for your programme of study on the Welcome Week site.



Personal Welcome Week Checklist

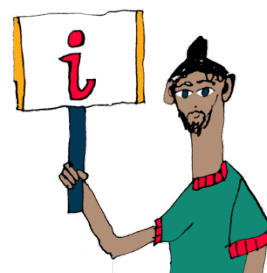


During Welcome Week you need to make sure that you have:

- Completed the enrolment process.
- Collected your student ID card.
- Attended programme activity sessions.
- Attended some social events on campus/online.
- Attended Fresher's Fayre
- Met with your Personal Tutor
- Familiarised yourself with the library and any support services you might need e.g.
Dyslexia or Disability help



Useful Information



New Students Information

The [Course Joining Information website](#) has lots of useful information to help with your planning. Simply select your level of entry on the website to find out more and access your important joining information.

Student Services

[Student Services](#) provide support and guidance, including mental health, disability support, careers advice, information on part-time jobs and money management.

SU Welcome Guide

An interactive guide to help you navigate your journey into and throughout your university life. Take the tour and enjoy each section designed to help you get to know Cardiff Met.

[What you need to know before you go](#)

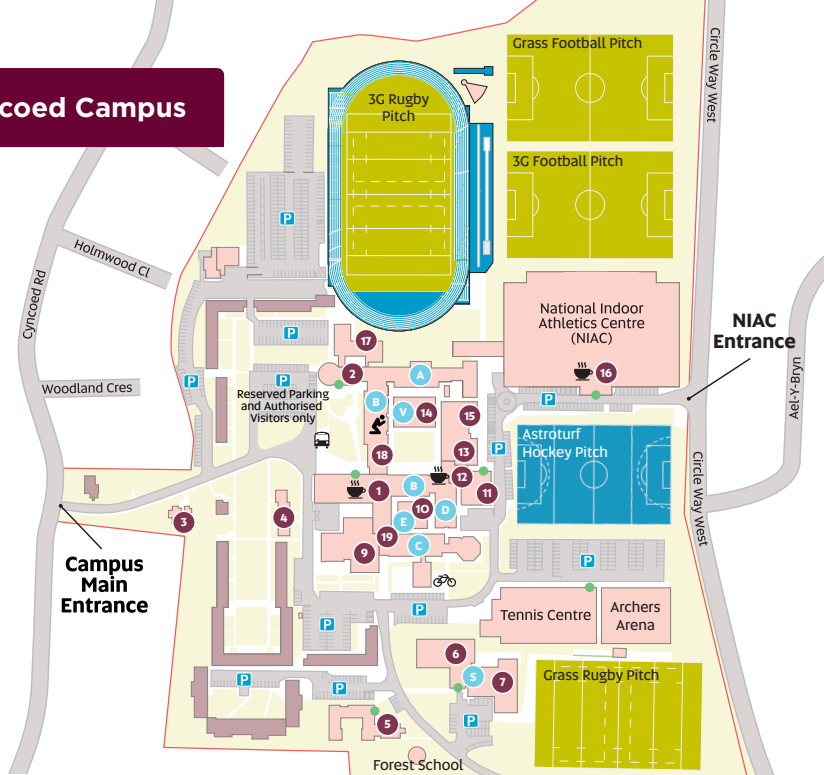


Academic Calendar 2023/24

[Academic Calendar 2023/2024](#)



Cyncoed Campus



Key

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> 1 Main Reception and K1 Restaurant 2 Learning Centre 3 College House 4 Warwick House and Halls Office 5 Queenswood 6 Sports Hall 7 Pool 8 Crime Scene House 9 Students' Union 10 Research House 11 Gym Studios | <ul style="list-style-type: none"> 12 The Bench Café 13 Russell Rees Gym 14 V Block 15 Syd Arron Gym 16 The Track Café 17 i-Zone 18 IT Help Desk (First Floor) 19 Taught Programmes Office ● Building letter ● Building Main Entrance | <ul style="list-style-type: none"> ■ Halls ■ Parking 🚲 Bike Rack 🚌 Bus Stop ☕ Café 🙏 Multi-faith prayer room |
|--|---|--|

All our rooms use the same naming formula - *Building Floor . Room Number*. So if you're looking for 01.18, go to building O, climb to the first floor, and find room number 18. Or for B0.10 go to building B, stay on the ground floor and look for room 10. In the naming formula, 'CY' refers to Cyncoed.



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Wythnos groeso
Welcome week

2023