



# Certificate in Police Management

LEVEL  
5

This qualification is aimed at those individuals who are aspiring and practising managers at inspector level within the police sector.



**Total Qualification Time:**  
**313 hrs**

**Qualification Number:** 601/7449/3

**Qualification Age:** 19



**Guided Learning (GL):**  
**152 hrs**

**Availability:**

This qualification is regulated in England, Wales and Northern Ireland

**Operational From:**

1 September 2015



# Qualification Objectives

## What does this qualification cover?

The objective of this qualification is to support learners to develop the specific knowledge, understanding and skills that are required for police management. It covers areas such as managing operational threats, developing and implementing operational plans, managing people and providing leadership and managing police investigations.

## Who is the qualification for?

This qualification is aimed at those in or wishing to progress to a police management role at inspector level.

## Who supports this qualification?

The development of this qualification was led by Skills for Justice and the College of Policing in collaboration with police forces and awarding organisations.



# Qualification Progression

## What future education could this qualification lead to?

Learners could progress to other management and police related qualifications.

## What future employment could this qualification lead to?

This qualification leads to the role of police inspector.



# Qualification Achievement

## What are the entry requirements for the qualification?

Prior to registration learners are required to be:

- accurately identified
- at least 19 years of age
- working in a role which will allow demonstration of skills

## How is the qualification achieved?

The learner will need to complete 5 mandatory units and 1 optional unit.

## What will be assessed?

The units contain the learning outcomes and the assessment criteria that the learner is to be assessed against.

All learning outcomes within the qualification will be assessed.

## How will it be assessed?

This qualification contains 5 mandatory units and 1 optional unit to be completed by the learner. Each unit is comprised of a number of learning outcomes and assessment criteria which must all be achieved.

Learning outcomes that begin 'The learner will understand...' will be assessed through theory-based activities.

Learning outcomes that begin 'The learner will be able to...' are assessed through practical activities.

For example:

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### Learning outcomes

The learner will...

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1. Understand legal and organisational requirements for the provision of information
2. Be able to evaluate the effectiveness of operational change

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### Assessment criteria

The learner will...

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- 1.1 Evaluate the requirements for information provision to support team and organisational effectiveness
- 1.2 Summarise the requirements for maintaining security and confidentiality of information used
- 2.1 Evaluate the effectiveness of operational change
- 2.2 Identify areas for improvement, justifying conclusions and recommendations with evidence
- 2.3 Communicate to stakeholders the lessons learned from the change



# Qualification Delivery

## What facilities and/or equipment are needed to deliver this qualification?

The approved centre is required to have:

- one or more delivery sites with facilities to support the programme of training and assessment
- equipment in place to facilitate the full programme of learning and assessment
- opportunities in the workplace for learners to carry out tasks/activities which allow them to generate evidence to meet assessment criteria.

## What qualification materials support this qualification?

This qualification is supported by additional documents which must be read by all relevant personnel within approved centres approved to offer this qualification. These include:

- SFJ Awards Level 5 Certificate in Police Management Qualification Handbook, detailing unit specifications, learning outcomes and assessment criteria for the qualification
- SFJ Awards Centre Handbook
- SFJ Awards Assessment Guidance
- SFJ Awards Quality Assurance (Internal and External) Guidance

Our policies are available on the SFJ Awards website  
<https://sfjawards.com/policies/>.

SFJ Awards also have template forms available to support assessors and internal quality assurers.

## What workforce is needed to be able to deliver this qualification?

The approved centre is required to have a qualified and competent qualification workforce in place which includes as a minimum:

- Head of Centre
- Centre Coordinator
- Assessor(s) and Internal Quality Assurers (IQA) who:
  - Are occupationally knowledgeable in policing
  - Have current occupational competence in policing
- Assessors who are:
  - Qualified with a recognised assessor qualification, or
  - Working towards a recognised assessor qualification, or
  - Able to prove equivalent competence through training to appropriate national standards
- IQA(s) who are:
  - Qualified with a recognised IQA qualification, or
  - Working towards a recognised IQA qualification, or
  - Able to prove equivalent competence through training to appropriate national standards

## How much does this qualification cost?

Qualification registration fees are available from SFJ Awards on request.

## How to apply to deliver this qualification

SFJ Awards' approved centres should complete the Qualification Approval Form available from Odyssey or the Centre Resources section of the website:

[www.sfjawards.com/centres/centre-resources](http://www.sfjawards.com/centres/centre-resources)

Other centres will need to become approved by SFJ Awards. For information and the centre application form please see our website:

[www.sfjawards.com/centres/become-a-centre](http://www.sfjawards.com/centres/become-a-centre)

For more information please contact SFJ Awards' Customer Support Team:

**Tel: 0114 284 1970**

**Email: [info@sfjawards.com](mailto:info@sfjawards.com)**

**Website: [www.sfjawards.com](http://www.sfjawards.com)**



# Qualification Structure

Learners must successfully complete 5 mandatory and 1 optional unit to achieve the qualification

Unit title	Level	GL	Reference	Assessment method(s)
<b>Mandatory Units</b>				The units can all be assessed through:
Manage operational threats and risks in a policing context	5	31	A/507/6769	<ul style="list-style-type: none"><li>Portfolio of Evidence</li><li>Practical Demonstration/Assignment</li></ul>
Principles of management and leadership	5	24	R/506/2070	
Manage policing investigations in own area of responsibility	5	31	K/507/6766	
Develop and implement an operational plan	4	24	Y/506/1955	
Obtain, analyse and provide information to support decision making	5	23	K/507/6833	
<b>Optional Units</b>				
Initiate and implement operational change	4	19	T/506/1980	
Determine and review authorisations for law enforcement	5	24	T/507/6768	
Plan law enforcement operations	5	20	M/507/6770	
Deploy resources for law enforcement operations	5	19	M/507/6767	

# Contacts



## **SFJ Awards**

Tel: 0114 284 1970  
Email: [info@sfjawards.com](mailto:info@sfjawards.com)  
Website: [www.sfjawards.com](http://www.sfjawards.com)

## **Ofqual**

Tel: 0300 303 3344  
Email: [public.enquiries@ofqual.gov.uk](mailto:public.enquiries@ofqual.gov.uk)  
Website: [www.gov.uk/government/organisations/ofqual](http://www.gov.uk/government/organisations/ofqual)

## **Qualifications Wales**

Tel: 01633 373 222  
Email: [enquiries@qualificationswales.org](mailto:enquiries@qualificationswales.org)  
Website: [www.qualificationswales.org](http://www.qualificationswales.org)

## **CCEA**

How to contact: <https://ccea.org.uk/contact>  
Email: [info@ccea.org.uk](mailto:info@ccea.org.uk)  
Website: <https://ccea.org.uk/regulation>

## **Skills for Justice**

How to contact: [www.sfjuk.com/contact](http://www.sfjuk.com/contact)  
Email: [contactus@sfjuk.com](mailto:contactus@sfjuk.com)  
Website: [www.sfjuk.com](http://www.sfjuk.com)

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## **SFJ Awards**

**Consult House, 4 Hayland Street, Sheffield S9 1BY**

**Tel: 0114 284 1970**  
**Email: [info@sfjawards.com](mailto:info@sfjawards.com)**  
**Website: [www.sfjawards.com](http://www.sfjawards.com)**

SFJ Awards is an awarding organisation recognised and regulated by the Office of the Qualifications and Examinations Regulation (Ofqual) in England, Council for the Curriculum, Examinations and Assessment (CCEA) Regulation in Northern Ireland and Qualifications Wales in Wales.

SFJ Awards is part of the Workforce Development Trust, a not-for-profit organisation, together with Skills for Justice and Skills for Health. For over 10 years Skills for Health and Skills for Justice have been working with employers, Governments of the UK and agencies within the skills system, to better equip workforces with the right skills now and for the future. During this time both Skills for Health and Skills for Justice have earned an enviable reputation for their knowledge of the health and justice sectors and their proactive approach to the development of skills and qualifications, along with an ability to deliver genuinely workable solutions for the employers they represent. SFJ Awards is an awarding organisation that builds upon this reputation. We work with employers in the policing, community safety, legal, armed forces and health sectors and understand their specific challenges, enabling us to quality assure learning outcomes that are suited to the needs of the sectors.