

# Product Licence Schedule

## Stop and Search Learning Programme

Ref. no.: PL-B-101

Version: 4.0

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## Product Licence Schedule: Stop and Search Learning Programme

### 1. Introduction

- 1.1 This product licence schedule forms part of the College of Policing's (the 'Licensor's') consolidated licence. It articulates the terms and conditions which relate specifically to this Product but **must** be read in conjunction with the consolidated licence. A copy of the consolidated licence can be found at: <https://www.college.police.uk/career-learning/licensed-products>.
- 1.2 A list of all the Licensor's licensed products (and licence fees for organisations who are not a Home Office Police Force) as well as Product Licence Schedules for each Product is published [online](#) (excluding any police sensitive products). Licensees are also able to refer to our online Licensed Product and Licensees Register to check whether their organisation has a consolidated licence and which products they are licensed to use/deliver at: <https://www.college.police.uk/about/licensing-products>.
- 1.3 The College's work is organised into four portfolios and its people are organised into professional communities and business units (enabling services). Responsibility for this Product (the 'Stop and Search Learning Programme') sits within the Engagement and Implementation professional community.
- 1.4 For enquires regarding this Product please contact:
  - Andy Sidebotham, Policing Standards Manager, Local Policing, College of Policing Ltd. Email: [andy.sidebotham@college.police.uk](mailto:andy.sidebotham@college.police.uk)
  - Jon Curtis, Roads Policing and Stop and Search Advisor, College of Policing Ltd. Email: [jon.curtis@college.police.uk](mailto:jon.curtis@college.police.uk)
- 1.5 For enquiries about licensing please contact the Copyright and Licensing team at: [Copyright&Licensing@college.police.uk](mailto:Copyright&Licensing@college.police.uk)

### 2. Background

- 2.1 The Licensor's Stop and Search Learning Programme has been developed in partnership with the Equality and Human Rights Commission (EHRC). It replaces all previous learning pertaining to the subject and is written to reflect the findings of a number of studies, reports and amended legislation, including:
  - HMIC (2013) Stop and search powers: Are the police using them effectively and fairly?

- HMIC (2015) Stop and search powers 2: Are the police using them effectively and fairly?
- Home Office (2014) Best Use of Stop and Search Scheme
- Equality and Human Rights Commission (ECHR) Stop and think
- Equality and Human Rights Commission (ECHR) Stop and think again
- The College's definition of a fair and effective stop and search

2.2 The learning is designed to improve encounters on the street between police officers and members of the public. The learning is divided into two distinct modules with two distinct target audiences:

- **Stop and Search: Practitioner** - is aimed at all operational front-line police officers and sergeants and includes an overview of the history and development and legislation that underpins stop and search, the purpose, the meaning and impact of unconscious bias and procedural justice, how to decide whether there are reasonable grounds and how to record the encounter.
- **Stop and Search: Supervisor** - is aimed at those supervisors who have responsibility for observing; checking and monitoring officer's stop searches and stop search records as part of their role. The training seeks to help those supervisors identify the type of issues and concerns they should be identifying and addressing. It outlines ways in which they can and should address such concerns with officers themselves or seniors, whilst ensuring they and the officer, comply fully with the relevant Codes of Practice and legislation.

2.3 The Stop and Search: Practitioner learning is designed to be delivered as a 2 day classroom based programme which is preceded by the Learners completing Stop and Search E-learning Programme consisting of 7 modules plus an assessment. This module is a pre-requisite to Stop and Search: Supervisors. The assessment has a Pass/Fail test with a Pass mark of 80% and all constables and sergeants must pass this before being allowed to continue onto the classroom phase. This is a requirement of the Home Office.

### 3. Licensed Purpose

3.1 Subject to the licence terms, this Licence enables the Licensee to deliver the Product to the Permitted Audience to meet the national learning standards for Stop and Search.

### 4. Licensed Resources (as updated from time to time)

4.1 The list of licensed resources for the Product is available at Appendix A.

## **5. Applying for a Licence and access to Licensed Resources**

- 5.1 Organisations wishing to apply for a licence should submit an expression of interest by email to the Licensor (refer to section 1.4 for contact details).
- 5.2 Following licence approval, the Licensees' trainers will be granted access to the licensed resources on College Learn (the Licensor's online learning management system) provided by the Digital, Data & Technology (DDaT) team.
- 5.3 Alternatively, where the Licensee is not a Home Office Police Force and does not have corporate access on College Learn, the Licensee:
- may, provided they have the technical capability to access College Learn, be granted up to four College Learn accounts for the Licensee's Managers/Trainers/ Practitioners to access the licensed resources under their Licence. The Licensee should provide the names, job titles and official email addresses of its staff requiring access via the Permission Request Form; or
  - where they do not have the technical capability to access College Learn and where appropriate, they can request the resources directly from the Licensor (see section 1.4 for contact details).

## **6. Government Security Classifications (GSC)**

- 6.1 The licensed resources in this Product are classified as OFFICIAL under the Government Security Classifications and are to be handled accordingly.

## **7. Proprietary Information and Security**

- 7.1 The licensed resources in this Product are designated as Confidential Information and must be treated as confidential and safeguarded accordingly (consolidated licence clause 5 refers). For the avoidance of doubt, this includes but is not limited to the uploading of tactics or curriculum materials to corporate or personal websites, social media, or other social platforms, or making available at events or open days.

## **8. Product enquiries and requests for disclosure under the Freedom of Information Act (FOIA) and Criminal Procedures and Investigations Act (CPIA)**

- 8.1 All enquiries relating to this Product must be referred to the Licensor promptly.
- 8.2 Licensees who are subject to requests for disclosure under FOIA or CPIA are required to consult the Licensor before disclosing any of the Licensor's Products which are either

classified as OFFICIAL-SENSITIVE or above under the GSC or contain police tactics and must use all reasonable endeavours to secure exemptions from disclosure.

## **9. Licence Term**

- 9.1 The licence term for this Product ends on 31 March 2024.

## **10. Licence Fees**

- 10.1 There is no licence fee for Home Office Police Forces to use this Product.
- 10.2 An annual licence fee of £564 applies from 1 April 2023 to 31 March 2024 to Licensees who are not Home Office Police Forces.
- 10.3 Any support required by the Licensee to use/deliver this Product will be charged at a daily rate to be agreed by both parties.

## **11. Use in Licensee's Own Products**

- 11.1 Not permitted.

## **12. Licensor's Logo and Copyright Assertion notice**

- 12.1 Removal of the Licensor's logo or any copyright protection is prohibited.

## **13. Permitted Audience**

- 13.1 Where the Licensee is a Home Office Police Force, the Product may be used to provide training to its Internal Staff and also to other Home Office Police Forces personnel including Specials, PCSOs and Police Support Volunteers.
- 13.2 Where the Licensee is not a Home Office Police Force, the Product shall only be used to provide training to its Internal Staff on a non-commercial basis, except as expressly authorised under the Licence.
- 13.3 Licensees must obtain prior written approval from the Licensor to extend the Permitted Audience, whether on a commercial or non-commercial basis by submitting a [Permission Request Form](#).

## **14. Commercial Use**

- 14.1 Where the Licensee is a Home Office Police Force, the Licensee is permitted to cross-charge other Home Office Police Forces up to Full Cost for the delivery of services utilising the Product to the Permitted Audience.

- 14.2 Where the Licensee is not a Home Office Police Force, the Product shall only be used to provide training to its Internal Staff on a non-commercial basis.
- 14.3 Except as permitted above this Product shall not be used to generate income without the Licensor's prior written permission.

## **15. Sharing/Outsourcing**

- 15.1 Except as permitted in this Licence this Product shall not be shared with third parties without the Licensor's prior written permission.

## **16. Adapting/Modifying**

- 16.1 This Product (excluding e-learning and any other digital content produced by the Licensor including videos, audio files, games, animations) may be marginally adapted for local contextualisation purposes thereby creating a local version of the Licensor's Product.
- 16.2 Where the Product has been marginally adapted Licensees may continue to use the Licensor's logo/branding (and add their own logo if they choose) but shall mark the new materials as being modified from the Licensor's original materials and acknowledge that these materials are not accredited by the Licensor.
- 16.3 Modified versions of the Product shall only be used for the original Licensed Purpose and Permitted Audience.
- 16.4 The Licensor does not accept responsibility for any modifications or any change to the meaning of the Product as a result of any modification.
- 16.5 Licensees shall not re-purpose or make changes (except contextualisation changes as described in clause 16.1) to the Product without the Licensor's prior written approval.

## **17. Product Improvements**

- 17.1 Where the Licensee identifies any product improvements, including areas where the licensed resources are out-of-date or incorrect, these should be told to and shared with the Licensor (see section 1.4 for contact details).

## **18. Supplementary Materials**

- 18.1 Any additional materials created or used by the Licensee to supplement the Product cannot be validated or endorsed by the Licensor.

## **19. Permission Requests**

- 19.1 Licensees shall request permission to use this Product outside these licence terms by submitting a [Permission Request Form](#) to the Copyright and Licensing team at: [Copyright&Licensing@college.police.uk](mailto:Copyright&Licensing@college.police.uk), at least 14 days before contract and/or commencement.

## **20. Territory**

- 20.1 Where the Licensee is a Home Office Police Force, this Product shall only be used within England and Wales. For the avoidance of doubt, this excludes the States of Guernsey, Jersey and the Isle of Man.
- 20.2 Where the Licensee is not a Home Office Police Force, this Product shall only be used within the Licensee's Official Business Premises.

## **21. Trainer Standards**

- 21.1 Licensees delivering this Product shall ensure all their trainers meet the Police Sector Standards for Training of Trainers/Instructors/Presenters, as appropriate. The standards can be found on the Licensor's [Training Essentials Programme \(TEP\) webpage](#), under the 'Additional documents' title in the Key Details table.

## **22. Police Service Quality Management System (PSQMS)**

- 22.1 The PSQMS is the Licensor's online software application used to manage quality assurance in line with the national policing curriculum. Where the Licensee is required to undertake a self-assessment to demonstrate to the Licensor that it meets the required standards set by the Licensor, the Licensor hereby grants the Licensee a licence to access and use the PSQMS solely for this purpose.
- 22.2 Guidance materials to support the use of the PSQMS and Terms of Use can be obtained from: [PSQMS.Enquiries@college.police.uk](mailto:PSQMS.Enquiries@college.police.uk).
- 22.3 The PSQMS is hosted on the secure police CJX system via: <https://psqms.college.police.uk>.

## **23. Delivery Standards and Assurance**

- 23.1 The learning standards for the Product are defined in the national policing curriculum (NPC). The national policing curriculum is supported by a wide range of management and trainer resources, including where appropriate programme specifications and trainer

guides. Licensees shall ensure they are using the latest versions of these documents. These are accessible from College Learn: <https://www.learn.college.police.uk>.

- 23.2 Where the Licensee is a Home Office Police Force, Licensees shall monitor their use or delivery of the Product in line with the requirements of the Police Service Quality Assurance (PSQA) Scheme. Further information on the Scheme can be obtained from: **[PSQA.Enquiries@college.police.uk](mailto:PSQA.Enquiries@college.police.uk)**
- 22.3 A copy of the Police Service Quality Assurance (PSQA) Scheme handbook is accessible from College Learn: <https://www.learn.college.police.uk>.
- 23.4 Where the Licensee is not a Home Office Police Force, the Licensee may either monitor their use or delivery of the Product in line with the requirements of the Police Service Quality Assurance (PSQA) Scheme or apply their own quality assurance process to ensure the integrity of the Product and any delivery requirements specified in this Licence. Licensees may be required to evidence their quality assurance processes on receipt of a request for such from the Licensor or an authorised representative.
- 23.5 The Licensor may require Licensees to participate in national PSQA audits. If this Product is selected for auditing, the Licensee shall co-operate with the Licensor in conducting the auditing exercise and undertakes to ensure that its staff comply with its obligations under this clause.
- 23.6 Use or delivery of the Product shall be in accordance with the relevant programme handbook or programme specification. For the avoidance of doubt, this Licence shall take precedence over the handbook and any supplementary guidance documents.
- 23.7 In accordance with consolidated licence clause 4.1.9 the Licensor has access at all reasonable times to oversee the Licensee's use of the Product to ensure compliance of the current delivery standards and licence terms.
- 23.8 Licensees shall provide the Licensor with any licence related management information (including but not limited to the number of courses delivered and/or number of Learners/users of the Product) that the Licensor determines is appropriate for the purpose of monitoring activity under the licence, as required under the product licence or on request.

## **24. Special Conditions**

- 24.1 Clause not used.



## **25. Prior Experience, Pre-requisite and/or Co-requisite Learning**

25.1 There are no mandatory pre and/or co-requisite requirements for this Product.

## APPENDIX A – Stop and Search Learning Programme licensed resources

### Curriculum & Programme Specification

Stop & Search Curriculum	STOPSEARCH_NPC_001_PDF
Stop & Search Programme Specification	STOPSEARCH_PS_001_PDF

### Trainer Resources

Stop & Search Practitioner Trainer Guide	IVST_S&S_TR_TG_001_PDF
Stop & Search Video (1)	MAII_S&S_TR_TA_020_VID
Stop & Search Video (2)	MAII_S&S_TR_TA_019_VID
Stop and Search Practitioners Resource Pack	IVST_S&S_TR_TA_001_PDF
Principles of Stop and Search	IVST_S&S_TR_TA_002_PPT
Stop and Search Outline of Procedural Justice	IVST_S&S_TR_TA_003_PPT
Stop and Search Unconscious Bias	IVST_S&S_TR_TA_004_PPT
Stop and Search Procedural Justice	IVST_S&S_TR_TA_005_PPT
Stop and Search Reasonable Grounds	IVST_S&S_TR_TA_006_PPT
Stop and Search Supervisors Resource Pack	IVST_S&S(SUPV)_TR_TA_001_PDF
Stop and Search Supervisors Trainer Guide	IVST_S&S(SUPV)_TR_TG_001_PDF

### Learner Resources

Stop and Search Video (1)	MAII_S&S_TR_TA_020_VID_01_00
Stop and Search Video (2)	MAII_S&S_TR_TA_019_VID_01_00
Stop and Search Supervisors Pre Read	IVST_S&S(SUPV)_LR_PR_001_PDF
Stop and Search	COP_DS_275_05_01
Stop and Search Assessment	COP_DS_361_03_00
Serious Violence Reduction Orders (SVROs)	COP_DS_699_O_EL_001_01_01