



Devon & Cornwall Police

Building safer communities together

Information for Candidates

Diversity

We are dedicated to providing a working environment which values the skills of all our staff irrespective of gender, race, disability, sexual orientation, age or religion and belief. Our focus is on the abilities of the individual.

It is the responsibility of all members of Devon & Cornwall Police to treat everyone fairly, respectfully and without prejudice. All staff - paid and voluntary - will understand what is expected of them in terms of duty, performance, standards of behaviour and conduct.

We strive to ensure that harassment, prejudice and bullying do not occur. The Force has clear policies and procedures in place to deal promptly and appropriately with any individual who falls below our high standards.

Advice on tackling discrimination or barriers to fair practice is always available. Additional support is available through our Staff Support Groups; Gay Police Association, Woman in Policing Network, Black Police Association, Disability Forum, Christian Police Association. If you would like to talk informally with a member of staff about diversity issues please contact the Equality and Diversity Department on 01392 451222.

Clothing

Some members of Police Staff such as Call Handlers and Detention Officers, are required to wear a uniform that identifies them to the public as an employee of Devon & Cornwall Police. In all cases the clothing will be provided.

Probationary Period

On appointment you will be subject to a probationary period of six months, during which time your performance will be reviewed and any training or development needs identified.

Informal Enquiries

Informal enquiries to gather further information about individual posts may be made through the People Services Centre at PeopleServicesCentreResourcing@devonandcornwall.pnn.police.uk.

Illness

Sick pay entitlement varies in accordance with length of service - from one months full pay and two months half pay after four months service to six months full pay and six months half pay after five years service.

Conduct

The community is entitled to expect the highest standard of conduct from Force employees at all times.

Fingerprint and DNA Elimination

If, in the course of your employment, you are likely to come into contact with prisoners, a crime scene, or the handling of recovered property or exhibits, you may be asked to provide a set of fingerprints and a DNA sample for elimination purposes.

Smoking

We operate a no smoking policy in all police buildings and vehicles.

Travel

Where travel for work related meetings is required the Force will usually provide a pool or hire car, or, will endeavour to book alternative arrangements for public transport.

Period of Notice

You are required to give four weeks' notice of intention to terminate your employment. This is increased to three months' for staff employed in management grades. We may terminate service with the minimum statutory requirement for your length to service.

Medication and Screening

If you have to regularly take any controlled or prescribed medication during working time which may affect your ability to carry out your role, you must advise your line manager or the Force Medical Advisor.

For some roles you may be asked to provide a breath or urine sample for screening purposes, depending on the security level assigned to the post.

Data Protection Act 1998

The Force complies with Data Protection legislation. The Data Protection Act covers all types of information held about individuals - either by computer, paper files, microfiche, card indices or CCTV footage, and it is essential that all employees of Devon & Cornwall Police are aware of their responsibilities under the Act.

All police information is confidential and some highly sensitive; it is only to be used when required for police work. If the information were used for any other purpose the person would be committing a criminal offence and could face a fine of up to £5,000 or up to six months imprisonment.

The Data Protection Team is part of the Performance and Analysis Department at Force HQ and ensures that the Force complies with the provisions of the Act. Data Protection staff also provide guidance, advice and training to all employees of the Force.