**Level 3 Uniformed Protective Services (UPS) at Kendal College**

We are looking forward to welcoming you to the course. Here are some key pieces of information you may need, to help you plan for the course and know what to expect.

***Updates:***

I have been developing the programme to ensure we are offering a full range of exciting activities and valuable experiences to help you into the world of Uniformed Protective Services. Including developing relationships with local operation emergency services & Military organisations such as the Army, Royal Marines, Royal Navy & RAF.

***Discipline***

As you are preparing to work in the UPS It is important to uphold the highest standards of discipline.

In simple terms, turn up to college/lessons:

* AT THE RIGHT TIME (even better 5 mins early)
* AT THE RIGHT LOCATION
* WITH THE RIGHT KIT
* WITH THE RIGHT ATTITUDE
* IF YOU DON’T UNDERSTAND ASK

***Uniform:***

As you embark on the next stage of your journey to being employed within the UPS. It is important to recognise the importance that all UPS have uniform that you will be expected to wear & turn out well presented for each of your shifts. It is for that reason that you WILL BE EXPECTED to wear a uniform when in college & on trips/visits. This is to fully prepare you for working life beyond college.

More information on uniform to be published Soon (keep an eye on social media)

Failure to adhere to uniform standards will result in disciplinary action

***Fitness***

Fitness is an important part of UPS life. To gain employment in most you have to pass a fitness test. Once employed you are expected to pass fitness tests each year. With this in mind, fitness plays an important role on the UPS course at Kendal College. You will be tested on your fitness every 8-10 weeks and this will be logged, and SMART targets set within appraisal meetings to improve. You will be taking part in regular fitness sessions to boost your fitness levels but you must continue this outside of college especially in holiday time. If you are able to start to develop your fitness over the summer break then you will massively benefit when you start in September.

The fitter we are the less chance we have of taking time off college through illness & we also reduce our chance of getting injured.

***Admin:***

You will receive a variety of forms and key documents relating to giving consent for the off-site aspects of the course and it is imperative that these forms are completed and returned to college at enrolment. We also advise purchasing a lever arch file or ring binder, different coloured pens to write with and highlighter pens, plus A4 paper and plastic punched wallets.

***Trips:***

The course will involve getting you out too many working Public Services to experience what they do and give you hands on experience. Many of these trips are at minimal cost to cover fuel to and from location. Other trips will include visiting Parliament in London & warm weather training tours in Spain.

If you have any questions or would like to discuss any aspect of the course, please don’t hesitate to contact me directly.

Yours Sincerely:

Guy Heath

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