

# Public Services

These courses will give students an insight into the work of the relevant public services as well as preparing them for higher level courses.



"I thoroughly enjoyed the trip to Luton Crown Court. It was so interesting to find out about how things happen within the court, especially for me as I would like a career in the police force."

David Swain  
Public Services Student



# Public Services

## 23401 07 BTEC Certificate in Public Services

Level 1

This course gives a good introduction to Public Services.

### Course Duration

One year

### Course Content

There are 3 Core Units:

- Introduction to Public Services
- Introduction to Public Service Skills
- Fitness and Lifestyles for Public Services.

3 Specialist Units have to be chosen from the following:

- Citizenship and the Public Service
- IT for Public Services
- The Individual and Society
- Security and the Public Service
- Introduction to Workplace Welfare.

### Key Skills

All students aged 16-18 are required to complete the three Key Skills Units in Communication, Application of Number and Information Technology.

### Qualifications/experience needed to join the course

No formal qualifications are required. Good references are essential, with a strong desire to enter the Public Services.

### Study Centre

Main Site, Kingsway, Dunstable

### After the course is finished

Students can progress to a BTEC First Diploma in Public Services.

## 23402 07 BTEC First Diploma in Public Services

Level 2

This course gives students an insight into the work of the Public Services as well as preparing them both mentally and physically for their chosen career.

### Course Duration

One year

### Course Content

There are 3 Core Units:

- The Public Services
- Public Service Skills
- Public Service Fitness.

There are 3 Specialist Units to be studied from the following:

- Citizenship
- Individual and Society
- Outdoor Activities and the Public Services
- Sport and Recreation
- Crime and its Effects.

There will also be outside speakers, visits and outdoor activities.

### Key Skills

All students aged 16-18 are required to complete the three Key Skills Units in Communication, Application of Number and Information Technology.

### Qualifications/experience needed to join the course

Students require 4 GCSEs at Grades D-G. A Grade C in GCSE English is a recommendation. Good references are essential. A strong interest in a career in HM Forces, the emergency services, Customs and Excise or the security industry is a recommendation.

### Study Centre

Main Site, Kingsway, Dunstable.

### After the course is finished

Students can progress on to the BTEC National Diploma in Public Services.

## 23403 07 BTEC National Diploma in Public Services

Level 3

This course is suitable for anyone hoping for a career in the Public Services including Police, Fire, Ambulance, Prison and Security Services, Armed Forces, HM Customs and Community Service organisations or any other emergency service related organisation. The qualification is the equivalent to three A Levels which can lead into employment or higher education.

### Course Duration

Two years

### Course Content

There are 8 Core Units:

- Understanding the Public Sector
- Law and the Legal System
- Leadership

- Citizenship and Contemporary Issues
- Diversity and the Public Service
- International Perspectives
- Data Interpretation
- The Uniformed Services.

10 Specialist Units have to be studied. A selection of them are listed below:

- Physical Preparation for Public Services
- Dealing with Accidents
- Teamwork in Sport
- Health & Fitness
- Major Incidents
- Understanding Discipline.

There will be also work placements, visits, outdoor activities, expeditions and outward bound courses.

### Key Skills

All students aged 16-18 are required to complete the three Key Skills Units in Communication, Application of Number and Information Technology.

### Qualifications/experience needed to join the course

Students will need 4 GCSEs at Grade C or above or equivalent qualification. Good references are essential.

### After the course is finished

Students can progress on to higher education or employment in HM Forces, the emergency services, Customs or Excise or the security industry.