



Freedom of Information request 01/FOI/24/2404
We received your request on the 25/01/2024.

Request

You asked us:

am writing with the following questions under the provisions of the freedom of information act:

- 1. Please provide copies of your recruitment policy for transferee special constables from Home Office Forces.**
- 2. Please provide copies of your recruitment policy for transferee special constables from Police Scotland.**

We have handled your request under the Freedom of Information Act (FOIA)

Our response:

Officer movements, transfers and re-joiners

Transferring between police posts and sub-divisions

8.1. The Special Constabulary is a valuable resource. Arrangements for transfers should be made as straightforward as possible for those existing Special Officers who wish to move location within BTP so as to maximise the likelihood of them continuing to volunteer, whilst ensuring the integrity of the Special Constabulary is maintained.

8.2. A Special Officer who wishes to transfer between police posts within or between sub-divisions is required to submit a request to their second line manager. The report should contain reasons for the transfer request and state the station they prefer to transfer to.

8.3. The transfer will be dependent on the vacancy availability at the desired station and the Special Officer's performance at their current posting.

8.4. For Special Constables, if the transfer is within a sub-division, it may be approved solely by the Special Inspector on that sub-division. If the transfer is between sub-divisions, the transfer is subject to approval by both the Special Inspectors for the 'losing' and 'gaining' sub-divisions,

but in general every effort should be made to facilitate Special Officers – as volunteers – working at their preferred location. For Special Sergeants, the Special Chief Inspector will be the approver. The relevant second line manager for the 'losing' station should ensure both DutySheet and Origin are updated accordingly and complete an Employee Movement Form.

8.5. Special Officers are police officers, and as such the provisions of the force's Movement of Officers policy apply. A Special Officer may be transferred (by direction) to another police station under the circumstances outlined in the policy, with the authorisation of the Special

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Chief Officer or Special Superintendent. Given the voluntary nature of the Special Constabulary, however, effort should be made where possible to accommodate the posting preferences of individual officers.

9. TRANSFeree AND RE-JOINER BTP will regularly recruit for transferees for a more balanced workforce in terms of skills and experience. All transferee requests must go through the recruitment approval process (RAP). The specific locations for transferees and re-joiner officers are determined by the divisions/departments and stated in the advert.

9.1 Eligibility Criteria The following eligibility criteria applies to transferee and re-joiner candidates:

- Candidates must be substantive in the rank of Constable (or above) depending on vacancy.
- Candidates must have successfully completed the student officer/probationary constable probation period.
- Candidates must currently be serving in a Home Office force or have served in a Home office force.
- Candidates must not be subject to an unsatisfactory performance review or action plan.
- Candidates must have no current findings of guilt for complaints or misconduct.
- All mandatory training must be up to date.
- Plus, all eligibility requirements as detailed in section 6.

Section 6: Medical

BTP adheres to the medical standards as detailed in the Home Office Circular 59/2004. If the candidate is given a conditional offer they will be asked to undertake a comprehensive medical assessment which will be conducted by a doctor or registered nurse. The medical assessment includes checks on eyesight, hearing, blood pressure and body mass, which will help us to determine whether or not the candidate has the level of health that is required for the role they are applying for.

6.1 Eyesight Restrictions

Distance Vision

6/12 or above with either your right or left eye and 6/6 with both eyes together. If you wear spectacles or contact lenses you also need to reach 6/36 without your spectacles or lenses.

Near Vision

6/9 with both your eyes together (aided).

Colour vision

The use of colour correcting lenses or severe colour vision deficiencies (monochromats) will render you ineligible to apply. Mild anomalous trichromats are acceptable as are severe anomalous dichromats or trichromats but you will need to be aware of the deficiency and make appropriate adjustments.

Eye surgery

Radical Keratotomy, Arcuate Keratotomy or corneal grafts are not acceptable. Other forms of refractive surgery such as LASIK, LASEK, PRK, ICRS, epiflapare all acceptable provided that six weeks have elapsed since surgery, there are no residual side effects and the other eyesight standards are met.

6.2 Diabetes

Being a diabetic is not an automatic bar to appointment, further information and assessment will be needed in order to assess each case on its own merits. The following will be required at the medical

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appointment:

- Full awareness of hypoglycaemia
- No episode of severe hypoglycaemia in the preceding 12 months
- Practices blood glucose monitoring with the regularity defined in the self-monitoring requirements below
- Must use a glucose meter with sufficient memory to store 3 months of readings
- Demonstrates an understanding of the risks of hypoglycaemia
- No disqualifying complications of diabetes that would mean a license being refused or revoked, such as visual field defect.