

Lesson Plan

TDP 3

Lesson Title Session 5 Creating Police Reports	Duration 47 mins
Trainer Angela Hunt	Group Potential vehicle and property updaters
Aim To enable the student to create, police reports	
Objectives - By the end of the session, students will be able to: <ol style="list-style-type: none"> 1. Explain the circumstances for which a police record would be created 2. Demonstrate the creation of a police record 3. Explain the process for dealing with cloned vehicles AF1 – Ensure own actions reduce risks to health and safety (applicable to intro) AF3 – Promote a health and safety culture within workplace (applicable to intro) 3C1 - Support the use of information technology 2A1 - Gather and submit information that has the potential to support policing objectives ZA2 – Research, prepare & supply information ZH2 – Enter and find data using a computer	
Time	Content, including teaching methods, audio visual aids used and resources needed.
2 mins	Resources: Trainer Notes Student Exercise Folders Student Handouts Notebooks White board Computer Terminals (with PNC access) one per student Overhead projector MASLOW – Welfare and removal of blocks to learning <ul style="list-style-type: none"> • Environmental check (heating/lighting etc) • Meet and greet and any other formal introductions • Administration including Fitness to Train Declaration* • Domestic Arrangements – breaks; location of facilities etc* • General Health and Safety and Safety Briefing (if relevant)*

5 mins	<ul style="list-style-type: none">• Relevant Instructions e.g. mobile phones/questioning strategy*• Encouragement to share experiences appropriately/participation <p>GESTALT – Overview of what is to come in session</p> <ul style="list-style-type: none">• Outline aims and objectives• Outline learning strategies/assessment method
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