Process of Application for Special Constables

Application Pack requested by candidate

Application pack returned to Human Resources and all details checked. Application form passed to Deputy Director of Human Resources (DDHR) for initial paper sift.

Fail Paper Sift
Notified by letter. Deputy Director of Human Resources can provide feedback

Pass Paper Sift

Candidate invited to attend at local Police Station to sit Standard Entrance Test (SET), Critical Thinking Test (CTT) and a formal interview with two Police Officers
Further information on the SET and CTT are available on the website www.northernconstabularycareers.co.uk
Vetting checks undertaken at same time as local interview – **should** take no longer than 12 weeks. This will include employer reference, residency, financial, business interests, HM Forces, criminal convictions, warnings or cautions.
Contact Recruitment Co-ordinator if any queries.

Fail SET/CTT/Interview

Fail SET – Feedback is provided by letter, can apply to re-sit after 3 months (3 attempts in total)
Fail CTT – No feedback given
Fail Interview – Feedback provided by interviewing officer.

Fail Vetting Checks

Notified by letter

Pass Interview & Vetting Checks

Proceed to Medical, Substance misuse test and Fitness Standard. Information on the Fitness Standard can be obtained from www.acpos.police.uk/policies.html

Medical Examination

Medical and Eyesight Form completed by candidate and then attend at Occupational Health Service for Medical Examination and Substance Misuse test..
Attend at Bannatyne's Fitness Club for fitness standard.

Fail Medical

Notified by letter -Feedback provided by Occupational Health Service

Fail Fitness Standard – Re-sit 6 weeks later (3 attempts in total)

Pass Medical & Fitness Test

Appointed into the role of Special Constable.

Contact during this time – Recruitment Co-ordinator