

Public Personal Safety Training (PPST) POLICY & PROCEDURE

OFFICIAL

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Policy

Precis

This policy sets out Merseyside Police's statutory and professional requirements for Public and Personal Safety Training (PPST). It ensures that police officers and relevant police staff are appropriately trained, competent and accredited to manage conflict, use force lawfully, and protect themselves, colleagues, and the public.

National Context

This policy is aligned to the College of Policing Authorised Professional Practice (APP) for Public and Personal Safety Training and the National PPST Curriculum. Merseyside Police will have regard to, and comply with, national guidance as it develops and is updated.

The policy also reflects national legal and ethical frameworks, including the Human Rights Act 1998, Criminal Law Act 1967, Police and Criminal Evidence Act 1984, Criminal Justice and Immigration Act 2008, the Equality Act 2010, the Police (Health and Safety) Regulations 1999, and the College of Policing Code of Ethics.

[Authorised Professional Practice](#) (APP)

Rationale

PPST is a mandatory training requirement for police officers and certain police staff roles where risk assessment indicates a requirement to manage conflict or potential violence. This policy is required to ensure a consistent, lawful, and auditable approach to PPST delivery, accreditation, governance, and risk management, supporting officer safety, public protection, and organisational legitimacy.

Aims

The aim of this policy is to ensure that all officers and relevant staff are trained, competent and confident to manage conflict and use force lawfully, proportionately, and effectively, while safeguarding their own wellbeing and that of the public.

Objectives

The objectives of this policy are to:

- Ensure compliance with College of Policing PPST standards and APP.

- Maintain officer and staff safety through effective training and accreditation.
- Provide a clear governance framework for PPST delivery and monitoring.
- Ensure consistent decision-making in relation to extensions, exemptions, and risk management.
- Support equality, diversity, and inclusion through reasonable and lawful adjustments.

As an organisation, through our policies, Force Strategy and the CVF framework, we will ensure we create a consistently great place to work where we have care for colleagues, compassion for victims, contempt for criminality and we put the community at the forefront of everything we do.



Application and Scope

All police officers and police staff, including the extended police family and those working voluntarily or under contract to Merseyside Police must be aware of, and are required to comply with, all relevant policy and associated procedures.

This is a non-statutory policy that sets out the principles to help guide decision making. It provides guidance that, on occasions, officers and staff may depart from based on the circumstances they encounter. On such occasions, officers and staff will be supported provided they can demonstrate a clear rationale which can be objectively justified for why they have departed from the policy.

This policy applies to:

- All police officers and special constables.
- Police staff where PPST is identified as mandatory by role-based risk assessment.
- Student officers during initial learning.
- Line managers and commanders responsible for deployment decisions.

Outcome Evaluation

Success will be measured through:

- PPST compliance rates.
- Audit of extensions and risk assessments.
- Training quality assurance outcomes.
- Injury, near-miss and welfare reporting trends.
- Feedback from officers, line managers and staff associations.

Procedure

Version History

Version Number	Date	Detailed rational behind amending/updating policy or procedure.	Policy Owner Details	Policy Author Details
1.0		New Policy	ACC PS	Sgt 1876

1. Training Model

PPST is delivered using nationally mandated Scenario Based Training (SBT). Training content is limited to tactics and techniques contained within the current College of Policing Personal Safety Manual.

2. Biennial PPST Pilot

2.1.1 From 1 April 2026, Merseyside Police operate a College of Policing approved biennial PPST accreditation cycle. This trial applies to Police Officers and Special Constables only.

- 12 hours PPST over a 730-day period
- Delivered over two consecutive days.
- Annual First Aid and Job-Related Fitness Test (JRFT) remain mandatory

2.1.2 Courses for Police Staff remain annual and are categorised as below.

- PCSO (6hrs every 365-days)
- Detention Officer (6hrs every 365-days)
- Police staff Public Facing (6hrs every 365-days)
- Police staff Non-Public Facing (3hrs every 365-days)

2.1.3 Student Police Officers do not initially form part of the College trial. Student Officers must complete the below, prior to entering the pilot cycle.

- One Initial PPST Course
- Two further annual PPST Refreshers

3. Roles and Responsibilities

3.1 Individuals

- Maintain PPST, First Aid and Job-Related Fitness (JRFT) compliance. Police Officers must hold a valid JRFT as a pre-requisite to PPST. A level of 3.7 minimum will be required to undertake PPST, however, to be considered Operationally Deployable, a level of 5.4 must be attained.
- Attend allocated PPST training. Line manager authority **must** be obtained to authorise any withdrawal.
- Declare fitness to train and report injuries or near misses.

3.2 Line Managers

- Ensure PPST compliance and suitable deployment.
- Complete risk assessments where training has lapsed (see section 6) or staff are restricted (section 8).
- Refer individuals to Occupational Health where required.

3.3 Protective Training Unit / Academy

- Deliver and quality assure PPST.
- Maintain accreditation and training records.
- Provide bespoke or remedial training where required.

3.4 Force Resource Unit

- Allocate PPST training and issue formal warnings.

4. Equality, Diversity, and Inclusion

- 4.1.1 PPST is delivered in line with the Equality Act 2010 and an Equality Impact Assessment conducted to address any potential concerns. Reasonable adjustments will be considered following Occupational Health advice. Core safety and competency outcomes cannot be removed. Temporary exemptions will be recorded, reviewed and risk assessed.

5. Health, Safety, and Welfare

- All PPST is risk assessed.
- Instructor-to-learner ratio will not exceed 1:8.
- Qualified first aid provision will be present.
- Injuries and near misses must be reported in line with force policy.

6. Extensions to PPST Accreditation

6.1 Policy Position

The **only permitted extension** to an expired PPST core skill is a **maximum of 28 days**, and this may be authorised **by a Departmental Head/BCU Commander** and **only in exceptional circumstances**, strictly as defined by the College of Policing. Authorised extensions must be forwarded to the Protective Training Unit Inspector who will ensure the matter is formally recorded using Chronicle/Oracle for audit purposes.

6.1.1 Exceptional Circumstances (College of Policing Definition)

Exceptional circumstances are limited to situations that are **unforeseeable, rare, or unavoidable**, for example:

- A major incident resulting in unavoidable abstraction.
- PPST training cancelled due to an unexpected event (e.g. building damage, serious illness, or injury)

The following do not constitute exceptional circumstances and must not be used to justify an extension:

- Administrative oversight or failure to book training.
- Routine staffing pressures or abstraction issues
- Insufficient training capacity or missed opportunities to attend.

7. Risk Assessment Requirements (Mandatory)

7.1.1 Where a **28-day extension** is granted, a **formal risk assessment is mandatory** and must:

- Be completed and recorded on **OSHENS**.
- Clearly identify the risk created by the expired PPST skill.
- Detail **specific mitigation measures** to reduce risk to the officer.
- Detail measures taken to **maximise public safety**.

7.1.2 **Responsibility for this risk assessment rests solely with the line manager**, who must:

- Complete the assessment prior to granting continued deployment.
- Ensure the officer's duties remain proportionate to the identified risks.
- Review and update the assessment as necessary until PPST is completed.

An officer operating beyond PPST expiry without an authorised 28-day extension and completed risk assessment must not be deployed to roles involving public contact.

8. Exemptions

8.1.1 There may be occasions where an individual is exempt from PPST training and this will usually be on the advice of OHU, for example.

- Where OHU has confirmed a permanent medical restriction, and adjusted duties mean there is no face-to-face contact with the public.
- Where an individual is subject to temporary medical restrictions and is performing a role on recuperative duties.
- Line managers of new or expectant mothers should complete a work-based risk assessment and the individual may be exempt from PPST.

Any restrictions must be recorded on **DMS**.

9. Disability and Reasonable Adjustment

9.1.1 The Organisation will support individuals with a medical condition and/or disability to undertake a PPST Course. Line managers may refer individuals to OHU where advice is needed.

9.1.2 Individuals requesting reasonable adjustments should inform the PTU prior to their attendance. The PTU will accommodate adjustments where possible.

9.1.3 PPST is a College of Policing Licenced product with set learning outcomes. Adjustments will only be considered reasonable where learning outcomes can still be met.

10. Officers falling below PPST Standards

10.1.1 Officers identified during the trial as falling below the required PPST standards may be referred for additional refresher training.

10.1.2 Referral Process:

- Line Managers may refer officers through the EPDR Improvement Plan process.
- Referral requests must be submitted via email to:

Academy.PPST.referral@merseyside.police.uk

- A copy of the officer's Improvement Plan must be attached to the referral.
- The Academy will arrange appropriate refresher training to address identified development needs.

10.1.3 Line Managers must ensure referrals are timely, supported by documented performance concerns, and aligned with the EPDR Improvement Plan process.

The Academy will review referrals, schedule appropriate refresher training, and provide feedback to Line Managers regarding progress and outcomes.

- 10.1.4 The organisation recognises that psychological wellbeing and confidence can impact an individual's ability to engage fully with PPST and JRFT requirements. Where appropriate, individuals should be encouraged to discuss concerns with their line manager, Occupational Health, or the Protective Training Unit to identify supportive measures that may assist participation and successful completion of training. This may be particularly relevant following injury, assault, prolonged absence from duty or other significant life events. Operational standards and learning outcomes will remain unchanged.

11. Governance, Monitoring and Review

The PTU will monitor compliance, training quality and outcomes. This policy will be reviewed annually or sooner if required by College of Policing direction or at the conclusion of the national PPST pilot.