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Lesson Plan TDP 3

Lesson Title	Duration	
	132 mins	
Session 2 – Input DA Report		
Trainer	Group	
	All operational Police Officers	
IT Trainers		

Aim: Students will be able to create a Domestic Abuse report within the Sleuth PVP database

Objectives - By the end of the session, students will be able to:

- 1. Create a Domestic Abuse (DA) Report
- 2. Create a Incident Details Page
- 3. Create a People page within the report
- 4. Create a Other Person Page within the report
- 5. Create a Child Page within the report
- 6. Complete a Risk Assessment
- 7. Create a Vulnerable Child record from within a DA report
- 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.	
	Resources: Overhead Projector Projector Screen White Board Pens User Guides Exercise Cards	
	Students Computers	
2 mins	MASLOW – Welfare and removal of blocks to learning	

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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)* Relevant Instructions e.g. mobile phones/questioning strategy* Encouragement to share experiences appropriately/participation GESTALT - Overview of what is to come in session 5 mins Outline aims and objectives Outline learning strategies/assessment method

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