

APPENDIX B



1785_1095386001_06615_1070

Case reference
Defendant
Date of birth 0

Community Order

Date of order 28 April 2025

The court makes a community order containing the requirements listed below. You must have complied with all the requirements by 27 October 2025 unless the requirement specifies a shorter period or date.

Requirements

Unpaid work. Requirement to be completed within 12 months.

Number of hours: 180 Hours

Rehabilitation activity

Offender to comply with any instructions of the responsible officer to attend appointments (with the responsible officer or someone else nominated by them), or to participate in any activity as required by the responsible officer up to a maximum of: 30 Days

Responsible Officer

The Responsible Officer for this order will be an officer of a provider of probation services. You must:

- keep in touch with your responsible officer as that officer tells you
- ask permission from your responsible officer or the court before you change address

Warning

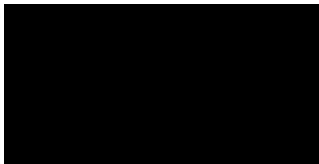
If you do not comply with this order, you will be brought back to court. The court may then:

- change the order by adding extra requirements
- pass a different sentence for the original offences, including a custodial sentence.

Probation
Service



ADDRESSEE ONLY



Brittany House,
New North Road,
Exeter,
EX4 4EP

Tel: 01392 715700

30/04/2025

SA2020 Community Order – STARTING BLOCKS ALL DAY INDUCTION APPOINTMENT

Dear 

In order to be able to start your Unpaid Work hours, you will need to attend an Induction Session so that we can explain all about Unpaid Work and you will have the opportunity to ask questions so that you fully understand what you need to do.

You are instructed to attend a Starting Blocks induction session on

DAY: Saturday

DATE: 17/05/2025

START TIME: 09:00

END TIME: 15:00

MEETING AT: Brittany House, New North Road, Exeter, EX4 4EP

Please note that this session is mandatory, and you will be unable to complete any of your hours if you fail to attend. In addition, all failures to attend will be strictly enforced and a warning letter will be issued. (Two warning letters will result in formal breach action and your Probation Practitioner will be able to explain to you what this could mean in your particular circumstances).

The Induction day will consist of a Group Health and Safety Presentation giving you an Introduction to the aims of Community Payback, an Individual meeting with a Placement Coordinator to discuss your ongoing Unpaid Work Instructions and end with your First Session of Unpaid Work.

So that we can get you onto your first work session, we need you to come dressed in suitable clothing and footwear as outlined as followed.

You will also need to do the following:



1. Bring a packed lunch, non-alcoholic drinks and be self-sufficient for the day as you will not be able to visit a shop during this session. Please be aware that not all Unpaid Work placements have cooking facilities available so please ensure your lunch does not require the use of any cooking appliances.
2. Please attend your Unpaid Work placement dressed suitably for the weather conditions and work of a manual nature. Shorts, sleeveless t-shirts or flip-flop type shoes will not be suitable for you to be able to complete your First Work Session.
3. Smoking and/or vaping is not permitted in the workplace or in the vehicle, sufficient breaks will be available during your working day as agreed with your Unpaid Work Supervisor.

Included with this letter is a copy of the Unpaid Work Information Leaflet which it is important for you to read to familiarise yourself with the expectations of your Unpaid Work requirement.

If you are in any doubt or have any problems which may affect your ability to complete your Unpaid Work requirement, please contact your Probation Practitioner for advice and to discuss your situation.

We look forward to seeing you at your first session and we will work with you so that that you get the most benefit out of your sentence as well as providing community payback.

Yours sincerely

Community Payback Team