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|  |  **Practical Assessment Record**  |

**Principles of working as a Door Supervisor in the Private Security Industry**

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| **Centre Name** |  | **Centre Number** |  |
| **Date of Assessment** |  | **Venue** |  |
| **Assessor’s Name** |  | **Candidate’s Name** |  |

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| **Criterion****Number** | **Criterion Description** | **Examples** | **Comments** |
| **2.7** | Demonstrate how to search people and their personal possessions | * Use of signage to indicate that searching could take place
* Explain the search policy
* Obtain permission of person being searched prior to the search
* Follow venue policy/assignment instructions
* Search to be conducted in an appropriate place
* Same-sex searching
* Follow same sex searching policy (inc. searches of transgender individuals should be performed according to the ‘SIA Trans customers: A guide for door supervisors’ guidance)

<https://www.sia.homeoffice.gov.uk/documents/sia-ds-trans-guide.pdf>* Use appropriate PPE
* Use self-searching techniques (where appropriate)
* Search with a witness or in view of CCTV
* Consideration must be given to protected characteristics
* age
* disability
* gender reassignment
* marriage and civil partnership
* pregnancy and maternity
* race
* religion or belief
* sex/gender
* Concealed items – found, seized, stored or handed over
* Considerations for searching children and young people:
* never ask to remove clothing, other than outer garments like coats, gloves, jumpers
* should be conducted in the presence of another individual, ideally parent, guardian or other responsible adult
* should be spoken to in an appropriate manner whilst informing them of what is happening and why
* consent should be obtained from the child and understanding confirmed
* searches should be conducted by a person of the same sex as the child or young person
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| **7.5** | Demonstrate effective use of communication devices | * Accurate, brief and clear
* Use of call-signs, pro-words, local code words
* Use of the NATO phonetic alphabet
* Correct pronunciation of numbers
* Professional local radio etiquette
* Equipment used
* Radios
* Mobile phone
* Internal telephone systems
* Internal tannoy systems/use of the DJ
* Ensure radio equipment is tested and fully charged prior to use
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**Assessor**: Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**IQA**: Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_