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|  | **Practical Assessment Record** |

**Principles of Working as a Security Officer 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** |
| **6.7** | Demonstrate how to search people and their property | * Explain the search policy * Obtain permission of person being searched prior to the search * Carry out searches of an individual and their possessions, to identify prohibited items * Learner must explain what an appropriate place to conduct the search might be i.e.   -In sight of CCTV or with a witness present   * Learner must use appropriate PPE/Equipment   - gloves  - Hand Held Metal Detector (HHMD)   * The learner must conduct an outer garment search   - asked the individual to remove outer garment’s  - reacted appropriately to an activation of the HHMD.  - Asked the individual to remove any item that activated the HHMD.  - Conducted a pat down search to identify non-metallic items that may be concealed.  - Did not put their hands in the individuals’ pockets   * The learner must conduct a Bag search   - Asked the individual to review the content of the bag.  - Asked the individual to remove item/s that could be considered prohibited.  - Did not put their hand in the individuals’ bag   * The learner must conduct a person search   - Reacted appropriately to an activation of the HHMD.  - Asked the individual to remove any item that activated the HHMD.  - Conducted a pat down search to identify non-metallic items that may be concealed.  - Did not put their hands in the individuals’ pockets   * The learner asked the individual to conduct a self-search * Learner responds appropriately when they:   - found the item/s  - seized the item/s  - stored the item/s  - handed the item/s over to a supervisor/colleague   * Consideration must be given to protected characteristics.   Q: How would searching an individual with a protected characteristic influence your searching technique?  Assessor to select at least 2 protected characteristics for the learner to answer questions on. The assessor must ensure that within each cohort of learners all protected characteristics that will be encountered in a normal working environment are tested.   * Consideration must be given to children or a young person.   Q: How would searching a child influence your searching technique? |  |
| **7.5** | Demonstrate effective use of communication devices | * Learners need to be assessed using a typical communication device to relay information regarding the search to a colleague   - hand-held radio or  - landline or  - mobile phone   * Learner must provide accurate, brief, and clear information. * Learner must use the NATO phonetic alphabet to clarify their location, description of the item and spell their names * Learner must use effective communication throughout the search |  |

**All practical activities to be visually recorded and kept for audit purposes for 1 year.**

**Assessment decision: Pass/ Fail**

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| **Declarations Trainer/ Assessor** | | **By signing this document, you confirm that:**   * **you have confirmed the identity of the learner prior to the start of the teaching and assessment, and they are the same person registered to take the course.** * **you observed the learner throughout the programme, and they have sufficiently and independently demonstrated the skills and understanding against the assessment criteria.** * **there were no more than 12 learners per trainer.** * **the training took place at the approved location.** * **you understand that learner can only pass if they successfully demonstrate all skills.** | |
| **Name** | **Signature** | | **Date** |
| **Candidate** | | **By signing this document, you confirm that you:**   * **fully participated in the training.** * **carried out all demonstrations safely and accurately without prompting or guided support.** * **are the named person in the video recordings referenced.** | |
| **Name** | **Signature** | | **Date** |
| **IQA** | | **By signing this document, you confirm that the assessment has been carried out using the correct processes and procedures, at the approved location and that the judgements made are both appropriate and consistent with the assessment standards.** | |
| **Name** | **Signature** | | **Date** |
| **Demonstration Observed (Y/N) \*** | | **Video Reviewed (Y/N) \*** | |

**\*IQA should indicate whether they sampled the evidence and if they observed the demonstration OR reviewed the video. They are not required to do both.**