



# Vigil Training College



## FIND SUCCESS WITH US

### **CPP30411 Certificate III in Security Operations**



 **enrol online!**

 **8677 9062**

## About Us

Vigil Training College is an Australian Vocational Education Organisation focused to deliver training courses that assist people to gain AQF qualification which could help them to gain skills and knowledge apply at workspace.

We offer a nationally recognised training courses in:

## Courses Offered



- CPP20212 Cert II in Security Operations
- CPP30411 Certificate III in Security Operation
- CPP40707 Certificate IV in Security and Risk management
- CPP50611 Diploma of Security and Risk Management
- HLTAID003 Provide First Aid
- HLTAID004 Provide an Emergency First Aid Response in an Education And Care Setting
- HLTAID001 Provide Cardiopulmonary Resuscitation
- SITHFAB002 Provide Responsible Service Of Alcohol
- SITHGAM001 Provide Responsible Gambling Services
- CPCCOHS1001A Work Safety in Construction Industry

## Vigil Training College

VIGIL TRAINING COLLEGE is registered Trading name of VIGIL Groups Pty Ltd ABN: 57 145 992 445  
RTO No.: 40877 Security ML No: 410519198

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 [www.VigilTrainingCollege.nsw.edu.au](http://www.VigilTrainingCollege.nsw.edu.au)

 Suite102, 22 Hunter St, Parramatta NSW 2150

## Dress Code

Due to nature of course with a plenty of practical exercises the participants are advised to wear casual comfortable attire. Due to the nature of practical exercises skirts or dresses are not considered appropriate.

## Course Fee

All discounts and special rates apply as published on our website. See detailed Free Refund Policy in Students Handbook or in student pre-enrolment information section of our website.

## Location and Timing

Please check the course calendar at our website or contact Vigil Training College for further information.

## How to Enrol

You can enrol and pay online. Visit our website [www.vigiltrainingcollege.nsw.edu.au](http://www.vigiltrainingcollege.nsw.edu.au) and follow the enrolment procedure.

Call us on PH: 0420844453 or 02 8677 9062 to obtain the course information pack or alternatively download the information pack form our website. Fill the form and send back to us along with all the relevant documents through email/fax/post or drop-in to submit it.

## Proof of Identification

Please bring 100 points Photo ID on the day of class.

## ***NSW security Licence course Class 1B (Bodyguard) and 1F (Armed Guard)***

The course is designed for people already hold NSW Security licence class 1AC and seeking to obtain licence Class 1B and/or 1F to pursue role as Bodyguard and Cash in Transit Officer (Armed Guard) NSW Class 1B allows you to work as Bodyguard also known as Close Personal Protection (CPP) and will allow you to work as licensed Bodyguard.

NSW Security Licensing course Class 1F allows people with these licence class to work as Cash in Transit (CIT) and will allow you to apply for their NSW Class 1F Armed Guard security licence.

Your role as bodyguard may include protecting an executive under threat, entertainment and media personalities, high profile community members, person escorting valuables assets and persons under threat from domestic and third parties etc.

Depending upon the client/or the risk it is desirable that you may require additional training in regards to self-defence, defensive driving and perhaps even firearms. Some 1B operatives do obtain permission to carry a firearm in some circumstances and you may be required to undertake training and accreditation for firearms in a separate program in accordance with the legislation and regulatory requirements for firearms.

Any 1F licence holders who have not undertaken the accredited firearms training and who do not have written authority and a firearms licence may not use, carry or own a firearm.

## ***Pre-requisites required for NSW Security Licensing Course Class 1B (Bodyguard) & 1F (Armed Guard):***

Please note this course will be offered to candidates that hold a current NSW 1AC Security Licence or have successfully completed the NSW Security licence course class 1AC and wish to upgrade their skills in order to be eligible to apply for a NSW Class 1B and/or 1F security licence.

Following units must be completed before the beginning of 1B and/or 1F course:

- CPPSEC2003B Work effectively in the security industry
- CPPSEC3002A Manage conflict through negotiation
- CPPSEC2010A Protect safety of persons
- CPPSEC2011B Control access to and exit from premises
- CPPSEC2012A Monitor and control individual and crowd behaviour

## ***Delivery Method and Duration of Course***

This course will be offered to existing security officers and holders of NSW Security Licence 1AC and who wish to upgrade their skills in order to be eligible to apply for 1B (Bodyguard) and 1F (Armed Guard) security licence with Security Licensing and Enforcement Directorate (SLED). The outcome of this course is a CPP30411 Certificate III in Security Operations.

## ***Language Literacy and Numeracy Test***

For all the potential students undertaking Class 1B and/or 1F Security License Course (NSW) training have to undertake a Security Licensing and Enforcement Directorate (SLED) approved language, literacy and numeracy (LLN) assessment test conducted by Vigil before commencing the Course. The LLN test will be conducted on the first day of the course. Only students successfully completing the LLN test will be able to continue the course. The students who failed to pass the LLN test will receive their full refund and be directed to remedial course to improve their skills through TAFE.

## ***Common units for Class 1B & 1F***

Following nine units are common for 1B and 1F course and require sixty eight (68) hours of classroom based study.

- BSBFLM303C Contribute to effective workplace relationships
- BSBWOR301B Organise personal work priorities and development
- CPPSEC3006A Coordinate a quality security service to clients
- CPPSEC3001A Maintain workplace safety in the security industry
- CPPSEC3007A Maintain security of environment
- CPPSEC3003A Determine response to security risk situation
- CPPSEC3005A Prepare and present security documentation and reports
- CPPSEC3017A Plan and conduct evacuation of premises
- CPPSEC3009A Prepare and present evidence in court

## ***Additional unit for Class 1B (Bodyguard)***

In addition to the above units, students also need to complete the following units which require twenty (20) hours of classroom based study to successfully complete NSW security licensing course class 1B (Bodyguard):

- CPPSEC3018A Provide for the safety of persons at risk

## ***Additional units for Class 1F (Armed Guard)***

In addition to above nine (9) common units, students also need to complete the following units of competency. These require thirty two (32) hours of classroom based study to successfully complete NSW Security licensing course class 1F (Armed Guard).

- CPPSEC3052A Inspect and test cash-in-transit security equipment
- CPPSEC2013A Protect valuables in transit
- CPPSEC2027A Load and unload cash in transit in a secured environment
- CPPSEC3050A Load and unload cash in transit in an unsecured environment

The number of hour of learning and assessment are advised by the Security Licensing and Enforcement Directorate (SLED) for a group class of 10 – 15 students; however approval to reduce the hours of study can be obtained of SLED if the students are less than 10 or if they have already obtained some competencies through other RTO.

This course will be conducted by our Approved Organisations, and our Approved Trainers, in accordance with the requirements outlined in the NSW Security Licence Course Training, Assessment and Instruction Requirements Manual and the Approved Organisation's Conditions of Approval.

## ***Assessment Method***

Candidates will be assessed through a range of methods including subject quizzes, case studies, report-writing, open book exams, role-plays and practical assessments throughout the course. Students will not be permitted to talk, or seek assistance from other students while undertaking Exam.

Students may be given one re-attempt at each assessment in which they are found 'Not Yet Competent' during the approved duration of the Course Module. If they are found 'Not Yet Competent' again they must re-sit the whole Course Module, including all learning hours and all assessments, during a subsequent Security Licence course.

## ***First Aid Certificate Requirements***

This the requirement of the SLED (Security Licensing and Enforcement Directorate) that the candidates wishing to obtain NSW Security License in class 1B & 1F must also successfully complete training in HLTA311A Apply first aid or HLTAID003 Provide first aid unit of competency prior to applying to the SLED for a security Licence.

Vigil offers HLTAID003 Provide first aid training in other training programs within our Registered Training Organisation (RTO). We do not offer this qualification as part of this course. The students completing HLTAID003 Provide first aid training with our RTO will automatically achieve credit transfer.

## ***Awards***

The students will be awarded with statement of attainment from qualification CPP30411 Certificate III in Security Operations and transcript of record.

Students successfully completing NSW security licensing training will also receive a letter from our RTO stating that student has successfully completed the NSW Security Licence Course in accordance with SLED requirements.

Students will receive this Letter, Certificate, record of result and statement of attainment within fifteen working days from the date of completion of the course. A separate \$10 charges applies if you want to receive your qualification by post.

## ***Applying for NSW Security License***

After successful completion of NSW Security Licensing Training the students will be able to apply for NSW Security License.

Students must include the relevant documents with their licence application while applying for NSW security license corresponding to the licence subclass.

For more details please check the SLED website:  
[http://www.police.nsw.gov.au/services/security\\_licensing\\_and\\_enforcement\\_directorate/security\\_licence/applying\\_for\\_security\\_operator\\_licence](http://www.police.nsw.gov.au/services/security_licensing_and_enforcement_directorate/security_licence/applying_for_security_operator_licence)

## ***Credit Transfer***

Credit transfer is permitted only if a student attained all units of competency contained in a Course Module with a current Approved Organisation in accordance with the SLED regulatory requirements, on or after 1 May 2013.

If a student has attained all units of competency (or their superseded and equivalent units) contained in a Course Module with a current Approved Organisation in accordance with the SLED regulatory requirements, prior to 1 May 2013, they do not have to complete the learning hours, but must undertake and satisfactorily complete all of the assessments for that Course Module.

We can remove the learning hours however credit transfers are not permitted.

If a student attained all units of competency contained in a Course Module with an RTO that is not a current Approved Organisation, they do not have to complete the learning hours, but must undertake and satisfactorily complete all of the assessments for that Course Module. We can remove the learning hours however credit transfers are not permitted.

If a student attained some, but not all, of the units of competency contained in a Course Module with either a current Approved Organisation or an RTO that is not a current Approved Organisation, they must complete all of the learning and all of the assessments for that Course Module. We cannot remove learning hours or provide credit transfers.

For more details contact us on  
PH: 0420 844 453 or 02 8677 9062

## ***Recognition of prior Learning (RPL)***

Candidates please note that Vigil Training College does not assess student's competencies through RPL in this course. For more details check SLED website.

## ***Pathways***

There are several career pathways available to people entering, or already working in, the Security Sector of the property services industry. Each pathway requires specialist training and qualifications which are also linked to licensing requirements.

The students successfully completing Class 1BF Security licensing course will achieve attainment in units of competency from CPP007 Property Training package, these units are also used in other qualifications; candidates seeking to complete those courses can achieve recognition / exemptions in units which they have achieved already.

## ***Attendance Requirements***

If a student withdraws from or leaves a course before completion of the suggested learning hours, they are not permitted to undertake assessment tasks of the course. They must re-join a future course to complete the missed learning hours and assessment tasks before being permitted to undertake final assessment.

For students this means that absences from the course will require missing time to be made up at a future course thereby delaying issuance of qualification or statement of attainment and procurement of a security licence.

## ***Fee refund***

See detailed Fee Refund Policy in Students Handbook