



Vigil Training College



FIND SUCCESS
WITH US

CPP2012
Certificate II 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



- CPP2012 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
- CPCWHS1001 Prepare to work safely in the 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

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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 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 from 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.

CPP20212 Certificate II in Security Operations

[This course address the academic requirements for the **Class 1AC Security LicenceCourse (NSW)**]

The course is designed for people seeking to start their career as Security Officers and obtain the NSW Class 1AC Security Licence.

Roles performed by people with these licence classes include static guarding, patrolling, loss prevention, and crowd controllers.

NSW Security Class 1A Unarmed Guards: holders of this class can perform the duties of static or mobile patrol Guard to watch or protect property including the guarding of cash in transit without a guard dog or weapon. Holder of this class can also perform the duties of loss prevention officer.

NSW Security Licence Class 1C Crowd Controller: authorises the licensee to work as a crowd controller on licensed premises while keeps order at a public place by screening the entry of people, monitoring or controlling the behaviour of people or removing people from the place.

This course is a mandatory requirement for all new entrants to the NSW Security Industry.

Pre-requisites required for NSW Security Licensing Course

There are no formal educational requirements for this program however to obtain NSW security license, the Security Licensing & Enforcement Directorate (SLED) of NSW Police who is responsible for the administration of NSW security licensing activities requires that the candidates must:

- be 18 years of age or over
- be a fit and proper person to hold the class of licence sought
- have the relevant competencies and experience required
- have successfully completed the required training (including assessment)
- be competent to carry on the security activity to which the proposed licence relates
- be an Australian/New Zealand citizen or permanent Australian resident or hold a visa that entitles them to work in Australia (other than a student or working holiday visa)
- obtain either a NSW Driver Licence or Photo Card or Customer Number from Roads & Maritime Services (RMS)

All potential students are required to read and sign NSW police **P1016 declaration** about Acknowledgement of Ground For Refusal of Security Licence (such as convictions, or finding of guilt, for certain declared offences and considerations such as whether person is fit and proper to hold security licence).

Language Literacy and Numeracy Test

You will be required to undertake SLED approved English Language, Literacy and Numeracy (LLN) test, prior to course commencement on the first day of the course. If you are unable to successfully complete the English literacy requirements, Vigil Training College will assist you with referrals to TAFE NSW service so that you may undertake additional training in English language and literacy. You may re-sit the language literacy and numeracy test with Vigil Training College at any time without any cost to you. Students who are not confident with their LLN abilities we strongly recommend them to visit us personally prior to commencement of course. Full Refunds are available if you enrolled and failed to meet the LLN requirements.

Delivery Method and Duration of Course

Full Time Course: One hundred two (102) hours of classroom study, conducted in a supervised, face to face environment for two (2) weeks, Monday – Friday. This includes all learning assessment tasks.

Course Time Table:

- First Week: Monday – Friday 08:00 – 1845
- Second Week: Monday – Friday 08:00 – 1845

Note: A separate class for HLTF311A Apply First Aid as per the suitability of the participants.

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. The hours of study can also be increased for the individuals or group of students depending upon their experiences and ability of individuals and cohorts.

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.

A Final Closed Book exam consisting of short and multiple choice questions and answers will be conducted at the end of 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 1A and 1C must also successfully complete training in HLTF311A Apply first aid or HLTAID003 Provide first aid unit of competency prior to applying to the SLED for a security Licence.

The unit of competency HLTF311A Apply First aid is a core unit of Cert II in Security operations. Students successfully completing Class 1AC Security Licensing Course (NSW) also need to full fill the requirement of HLTF311A Apply First Aid unit to obtain the full qualification in CPP20212 Certificate II in Security operations.

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.

Students who already have current valid statement of attainment in Apply First aid unit completed from other RTO's can apply to obtain credit transfer in this unit. To obtain credit transfer (see: detailed Credit Transfer Policy in Student Handbook), please provide the certified copies of the statement of attainment at least five (5) working days prior to completion of the course. Please note that first aid certificate expires after three years of issuing date, so it's your responsibility to ensure that your first aid training remains current throughout the term of your security licence.

Awards

Successfully completing fourteen units of competency of Class 1AC Security Licensing course and fulfilling the requirements of HLTF311A Apply first aid:

- CPPSEC2001A Communicate effectively in the security industry
- CPPSEC2002A Follow workplace safety procedures in the security industry
- CPPSEC2003B Work effectively in the security industry
- CPPSEC2004B Respond to security risk situation
- CPPSEC2005A Work as part of a security team
- CPPSEC2006B Provide security services to clients
- CPPSEC2009A Give evidence in court
- CPPSEC2010A Protect safety of persons
- CPPSEC2011B Control access to and exit from premises
- CPPSEC2012A Monitor and control individual and crowd behaviour
- CPPSEC2014A Operate basic security equipment
- HLTF311A Apply first aid (see first aid requirement)
- CPPSEC3002A Manage conflict through negotiation
- CPPSEC2015A Patrol premises
- TLIE2007A Use communication systems

The students will be awarded with qualification CPP20212 Cert II in Security Operations with fifteen (15) units plus a separate record of result. 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 10 working days from the date of completion of the course. A separate \$15 charges applies if you want to receive your qualification by express post.

Applying for NSW Security Licence

After successful completion of NSW Security Licensing Training the students will be able to apply for NSW Security Licence. However the applicants for security licences can also lodge their application prior to completing any required training and assessment. If this is the case you can choose to provide the evidence of attained competencies within 42 days after lodging their application.

The intent of this change is to reduce the time between a person deciding to enter the industry and them actually being granted a licence to do so, as it allows the SLED to conduct the fingerprinting process and other probity checks in parallel with the applicant completing any required training and assessment.

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

After successfully lodging your application you will receive a finger-print & palm-print advice which you need to book an appointment with your local police station.

Usually you will receive your Security License within twenty one days after your finger prints. Once you receive your Security License you can start working as security guard under a security master license holder. 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

Recognition of prior Learning (RPL)

Candidates please note that Vigil Training College does not assess student’s competencies through RPL in this course. However VIGIL will seek approval from the SLED to assess the competence of a student undertaking a Security Licence Course through an assessment only pathway in exceptional circumstances. For more details check SLED website.

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

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.

There are many career options within the Security Sector - from providing security guarding and crowd control services, to airport passenger screening, to designing and installing networked surveillance systems, or managing a major security organisation.

The students successfully completing Class 1AC Security licensing course will achieve attainment in fourteen (14) 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 the Closed Book Exam.

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.

If a student does not attend the first day of the course, they are not permitted to complete the course and must enrol in a future course.

Fee refund

See detailed Fee Refund Policy in Students Handbook