Provider Number: 40873

CPP20218 Certificate II in Security Operations

Mode of Delivery	Classroom Based	
Qualification Duration	For a fulltime day class this consists of 18 days of 8 hours duration (Total: 135 hours of face to face tuition) For a Part-time (night time classes) this consists of 34 evenings of 4 hours duration. (Total: 135 hours of face to face tuition)	
Qualification Level	Certificate II	
	Fee for Service	Tuition Fees	$ 1000
	Materials/Resources/Student Services & Amenities	No Cost
	Administration Fees	No Cost
Location(s)	• 5B/195 Somerton Road, Coolaroo, 3048	

Qualification Overview

This qualification reflects the role of a security officer, responsible for maintaining safety and security by patrolling, protecting or guarding property while unarmed, and screening entry, monitoring behaviour and removing persons from premises.
This qualification is intended to align with the following occupational licencing outcomes:
  ▪ security officer – unarmed guard
  ▪ security officer – crowd controller.
Occupational titles could include:
  ▪ security officer
  ▪ unarmed guard
  ▪ crowd controller

It provides a pathway to further learning and work in various security roles and settings including, but not limited to:
  ▪ armed guarding
  ▪ cash-in-transit
  ▪ close protection
  ▪ control room operations
  ▪ guard dog handling.

Licensing and Regulatory Requirements

The Private Security Act 2004 specifies that an applicant for a private security individual operator licence must have successfully completed any approved training requirements or has the experience

or training approved by the Chief Commissioner as relevant to each activity or any aspect of each such activity that a person is authorized to carry on under the licence.

Victoria Police's Licensing and Regulation Division (LRD) regulates the private security industry & is responsible for:
- Issuing private security licences and registration
- Renewal of private security licences and registration
- Monitoring private security licence and registration
- holders
- Approval of training
- Accreditation of training organisations.

Licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication.

You must be the holder of a private security individual licence to perform Class A activities. You must be the holder of a private security business licence to provide the services of other persons who hold individual licences to perform Class A activities.

Activities include:
- o Investigator
- o Bodyguard
- o Crowd controller
- o Security guard (including sub-activities)
- o Private security trainer

Security guard

A security guard is a person who is employed or retained to protect, watch or guard any property by any means including:
- o by patrolling the property in person
- o by monitoring the property via closed circuit television (CCTV), a closed monitoring system, radio or other similar alarm device

A security guard may be licensed to perform up to six-sub activities. Each sub-activity requires training qualifications and a person may be licensed for more than one sub-activity depending on their training.

For more information on the qualification requirements for each security guard sub-activity, you can read our guide.

Security guard sub-activities are defined below:

Unarmed guard

An unarmed guard is a person who is employed or retained to protect, watch or guard any property while unarmed.

Crowd controller

A crowd controller is a person who is employed or retained to maintain order at any public place by doing any of the following:
- screening entry into a premises
- monitoring or controlling behaviour in a premises
- removing any person from a premises

Crowd controllers may otherwise be engaged in maintaining order in any such place, unless that person is doing nothing more than securing or:
- checking that persons allowed admission
- have paid to be admitted or;

have invitations or passes allowing for admission.

Qualification Structure

To achieve this qualification, competency must be demonstrated in:
14 units of competency:
14 core units of competency.

CPP20218 Certificate II in Security Operations (Unarmed Guard & Crowd Control &/or Control Room Operator)

- o CPPSEC2101 – Apply effective communication skills to maintain security
- o CPPSEC2102 – Apply legal and procedural requirements to work effectively within a security team
- o CPPSEC2103 – Apply WHS, emergency response and evacuation procedures to maintain security
- o CPPSEC2104 – Apply risk assessment to select and carry out response to security risk situations
- o CPPSEC2105 – Provide quality services to a range of security clients
- o CPPSEC2106 – Protect self and others using basic defensive techniques
- o CPPSEC2107 – Patrol premises to monitor property and maintain security
- o CPPSEC2108 – Screen people, personal effects and items to maintain security
- o CPPSEC2109 – Monitor and control access and exit of persons and vehicles from premises
- o CPPSEC2110 – Monitor and control individual and crowd to behaviour to maintain security
- o CPPSEC2111 – Apply security procedures to manage intoxicated persons
- o CPPSEC2112 – Apply security procedures to remove persons from premise
- o CPPSEC2113 – Escort and protect persons and valuables
- o HLTAID011 – Provide first aid

Assessment Methods

A wide variety of assessments methods will be employed to assess student competence in each unit. These include but are not limited to:

- Written Test- Underpinning Knowledge

- Practical Assessment

- Case Scenario

Entry Requirements

The entry requirements for this qualification are:

- Be at least 18 years of age or older
- Must complete literacy and numeracy test and the pre-training review. Applicants will be assessed for suitability through a pre-training review. As a result of the pre-training review, any learners with identified barriers will be referred to the appropriate support services/office or referred externally where required.

Completion of the Qualification

Upon successful completed competency of this qualification, you will receive a nationally recognised qualification **CPP20218 Certificate II in Security Operations** issued by the Select Security Training Academy Pty Ltd. Select Security Training Academy Pty Ltd will ensure that this and all issued qualifications adhere to The RTO Standards 15 Clause 5.2c, namely that all training and assessments adhere and are compliant against the RTO Standards, and that certificates issued are in compliance with the AQF (Australian Qualification Framework) issuance and pathways policies.

Select Security Training Academy is a Registered Training Organisation (Provider Number: 40873) registered with the Australian Skills and Qualifications Authority (ASQA).

Qualification Availability

Select Security Training Academy has regular monthly intakes for each of its qualifications. Please contact us for confirmation of the commencement date for the next available intake.

Future Study Pathways

After successful completed competency of your Certificate II, you will have many other study options available to you. These may include CPP31318 Certificate III in Security Operations.

Recognition of Prior Learning (RPL)

Candidates may be able to shorten the length of their chosen qualification by supplying evidence of their previous training, employment experience or other life skills that directly relate to the qualification competencies. The evidence must be valid, sufficient and authentic.

Contact us directly on (03) 9013 6967to discuss your previous experience and we will be able to guide you through the RPL process.

Credit Transfer (CT)

Students may be able to shorten the length of their chosen qualification by taking into account previous studies. Select Security Training Academy accepts and provides credit to learners for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:
- AQF certification documentation issued by any other RTO or AQF authorised issuing organisation, or
- authenticated VET transcripts issued by the Registrar.

Credit Transfers will be granted upon the receipt of sufficient evidence to support the application and prior to the commencement of training.

Payment terms and conditions including deposits and refunds

Prepaid fees (tuition fees and materials fees) must be made to Select Security Training Academy upon enrolment and prior to commencement of training. Select Security Training Academy reserves the right to withdraw your enrolment if payments are not made by the due date.

Full Refund (100% of the Pre-Paid Fees) will be provided if:

- Student withdrawal prior to agreed commencement date. Withdrawal notified in writing and received by Select Security Training Academy prior to qualification/course /unit of study commencement date.
- Qualification/Course/unit of study withdrawn by Select Security Training Academy or Select Security Training Academy is unable to provide the qualification/course/unit of study for which the original enrolment and payment has been made.

No Refunds of the Pre-Paid Fees will be provided if:

- The student failed to commence training after enrolling in the qualification of course,
- Student withdraws from the qualification/course/unit of study after the commencement date.

Note:

- For students attending classes, a course is deemed to have commenced as soon as an induction has been completed. This will usually be on the first day of class but may also occur prior to attending a class.
- Students may have extenuating circumstances that prevent them from attending scheduled qualification/course/unit of study dates that may include but are not limited to illness, family or personal matters, or other reasons that are out of the ordinary. Where evidence can be successfully provided to support the student's circumstances, fees may either be transferred to the next available qualification/course/unit of study where applicable, or a refund of fees will be issued.
- Select Security Training Academy does not collect more than $1500 in prepaid fees from learners at any time.

Please refer to the Select Security Training Academy's Student Handbook for further details about the college, main staff, enrolment process and the relevant policies and procedures. The Student Handbook is available at any of the above specified RTO locations and is given to student at enrolment or upon request.