

The Principles of Working as a Door Supervisor in the Private Security Industry (Refresher) Self-study workbook

Unit 1: Principles of Working as a Door Supervisor in the Private Security Industry (Refresher)



Name

Learner N°:

Training Provider:

Start Date:

End Date:

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Introduction

The Principles of Working as a Door Supervisor in the Private Security Industry (Refresher) self-study workbook has been written to support the delivery of 4 self-study learning outcomes from '**Unit 1: Principles of Working as a Door Supervisor in the Private Security Industry (Refresher)**'.

If the workbook is being used as self-study before attending face-to-face training/assessment, it must be returned to your training provider before you attend.

Knowledge questions

LO1 Know how to conduct effective search procedures

AC1.1 State the different type of searches carried out by a door supervisor

As a door supervisor, you will be required to carry out different types of searches.

Question 1

State the **THREE** different types of searches that are carried out by a door supervisor.

1

2

3

AC1.2 Identify a door supervisor's right to search

Door supervisors have specific powers related to their duties, but your right to search individuals is limited.

Question 2a

Identify **THREE** occasions when a door supervisor has the right to search.

1

2

3

When conducting searches on single-sex and transgender individuals, door supervisors must follow guidelines to ensure the process is respectful.

More information can be found at:

Guidance on conducting a search is available on paragraphs 13.57-13.60 on pages 197 to 198 of the Equality and Human Rights Commission guidance at:

https://www.equalityhumanrights.com/sites/default/files/servicescode_0.pdf

Knowledge questions

Question 2b

Explain the search process required when carrying out:

- single sex searches
- transgender individuals' searches

Single sex	
Transgender individuals	

AC1.3 Identify the different types of searching equipment

As a door supervisor, you may be required to search staff, visitors or customers at a site before allowing entry.

Question 3

Identify **SEVEN** different types of equipment that can be used to assist with searches.

1	
2	
3	
4	
5	
6	
7	

Knowledge questions

AC1.4 Recognise possible hazards when conducting a search

Door supervisors may encounter various potential hazards when conducting searches.

Question 4

Identify **SEVEN** hazards you may encounter when conducting searches.

1

2

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7

AC1.5 State the precautions to take when carrying out a search

It is important that as a door supervisor you take care of yourself when conducting searches.

Question 5

State **NINE** precautions that you can take when carrying out a search.

1

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8

9

Knowledge questions

AC1.6 State the actions to take if an incident or an accident occurs

From time to time, incidents or accidents may occur; it is important to always follow the venue's policy or assignment instructions.

Question 6

State the actions to take if an incident or an accident occurs.

Knowledge questions

AC1.8 Identify the reasons for carrying out a premises search

As well as searching people, you may be required to carry out a premises search.

Question 7

Identify **FIVE** reasons for carrying out a premises search.

1

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AC1.9 Recognise actions to take in the event of a search refusal

Individuals may refuse to be searched or to have their belongings searched. Any refusals should be handled according to the venue's policy or assignment instructions.

Question 8

State **FOUR** actions to take in the event of a search refusal.

1

2

3

4

Knowledge questions

AC1.10 Identify reasons for completing search documentation.

Venues that require the security team to search people or their property must provide a suitable method of recording searches.

Question 9

Identify **FOUR** reasons for completing search documentation.

1

2

3

4

AC1.11 Identify actions to take if a prohibited or restricted item is found during a search

Any stolen, illegal or unauthorised items found during a search must be dealt with correctly.

Question 10

Identify **SIX** actions to take if a prohibited or restricted item is found during a search.

1

2

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Knowledge questions

LO2 Understand how to keep vulnerable people safe

AC2.1 Recognise duty of care with regard to vulnerable people

As a door supervisor you have a duty of care to vulnerable people that enter the premises.

Question 11a

Explain what is meant by duty of care.

Question 11b

Explain why it is important to have a duty of care for everyone, even if they do not appear to be vulnerable.

Knowledge questions

AC2.2 Identify factors that could make someone vulnerable

As a door supervisor, you need to be aware of individuals who may be considered vulnerable due to various factors.

Question 12a

Identify **FIVE** factors that could make someone vulnerable or more at risk than others.

1

2

3

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5

Question 12b

Explain why the **FIVE** factors you identified in question **12a** could make someone vulnerable or more at risk than others.

1

2

3

4

5

Knowledge questions

AC2.3 Identify actions that the security operative should take towards vulnerable individuals

In your professional judgement, if a person appears to be vulnerable, you need to consider what help they might need.

Question 13

Identify **FIVE** actions that you should take towards vulnerable individuals.

1

2

3

4

5

AC2.4 Identify behaviours that may be exhibited by sexual predators

As a door supervisor, you must be able to identify behaviours that may be exhibited by sexual predators.

Question 14

Identify **FOUR** behaviours that may be exhibited by sexual predators.

1

2

3

4

Knowledge questions

AC2.5 Identify indicators of abuse

There are several identifying indicators of abuse that a door supervisor can look out for.

Question 15

Identify **FOUR** indicators of abuse.

1

2

3

4

AC2.6 State how to deal with allegations of sexual assault

Door supervisors regularly wear uniforms. Some people find this reassuring and may choose to tell the operative about the abuse they have been subjected to. This is called disclosure.

Question 16

State how to deal with allegations of sexual assault.

Knowledge questions

AC2.7 State how to deal with anti-social behaviour

As a door supervisor, you should always maintain a positive and productive attitude when dealing with members of the public who are demonstrating anti-social behaviour.

Question 17

State how to deal with anti-social behaviour.

Knowledge questions

LO3 Understand terror threats and the role of the security operative in the event of a threat

AC3.1 Identify the different threat levels

Threat levels are designed to give a broad indication of the likelihood of a terrorist attack.

Question 18

Identify the **FIVE** different threat levels.

1

2

3

4

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AC3.2 Recognise the common terror attack methods

It is important to be aware of the common methods used in terror attacks.

Question 19

What are the most common terror attack methods?

Knowledge questions

AC3.3 Recognise the actions to take in the event of a terror threat

The role of a door supervisor during a terror attack will be outlined in the venue or site's policies and procedures.

Question 20

Explain the actions you should take in the event of a terror threat at the venue or site.

AC3.4 Identify the procedures for dealing with suspicious items

As a door supervisor, you need to be aware of suspicious packages and the procedures to follow if one is identified.

Question 21

Identify the procedures for dealing with suspicious items.

Knowledge questions

AC3.5 Identify behaviours that could indicate suspicious activity

Suspicious activity is any observed behaviour that could indicate terrorism or terrorism-related crime.

Question 22

Identify **SIX** behaviours that could indicate suspicious activity.

1

2

3

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AC3.6 Identify how to respond to suspicious behaviour

As a door supervisor, you shouldn't be afraid of responding when you suspect suspicious behaviour.

Question 23

Identify how you should respond to suspicious behaviour.

Knowledge questions

LO4 Know how to safeguard the public from incidents of spiking

AC4.1 State methods of spiking

As a door supervisor, it is important to understand what spiking is and how to recognise it and prevent incidents from occurring.

Question 24

State **FIVE** methods of spiking.

1

2

3

4

5

AC4.2 State the law in relation to spiking

It is important that you understand the laws in relation to spiking when working as a door supervisor.

Question 25

State the law in relation to spiking.

Knowledge questions

AC4.3 State indicators that drinks have been spiked

There are visual indicators that may suggest a person's drink has been spiked.

Question 26

State **FIVE** indicators that suggests a drink has been spiked.

1

2

3

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AC4.4 Identify behavioural signs of an individual attempting to spike drinks

As a door supervisor, there are behavioural signs that may indicate a person is attempting to spike a drink.

Question 27

Identify **FIVE** behavioural signs of an individual attempting to spike drinks.

1

2

3

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Knowledge questions

AC4.5 Identify situations when an individual might be at high risk of spiking

There are several situations where an individual might be at high risk of spiking.

Question 28

Identify **THREE** situations when an individual might be at high risk of spiking.

1

2

3

AC4.6 State actions door supervisors and/or venues may take to prevent incidents of spiking

There are several actions you and the venue can take to prevent incidents of spiking.

Question 29

State **FIVE** actions door supervisors and/or venues may take to prevent incidents of spiking.

1

2

3

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Knowledge questions

AC4.7 Recognise indicators that suggest an individual may have been spiked

There are signs a door supervisor can look for that may indicate an individual has been spiked.

Question 30

Describe the indicators that suggest an individual may have been spiked.

AC4.8 State how to manage a spiking incident

There are several ways that you can manage a spiking incident.

Question 31

State how to manage a spiking incident.

Highfield unit mapping

The following mapping reference provides a guide for training providers/assessors on suggested coverage of unit criteria within this workbook.

However, it should be noted that it is still the responsibility of the training provider/assessor to ensure the answer provided by the learner is of the appropriate standard to meet the criteria in full.

Learner's name:

Centre's name:

Unit 1: Principles of working as a doors supervisor in the private security industry (refresher)

Assessment criteria	Module question	Additional evidence
1.1	Question 1	
1.2	Question 2 a, b	
1.3	Question 3	
1.4	Question 4	
1.5	Question 5	
1.6	Question 6	
1.8	Question 7	
1.9	Question 8	
1.10	Question 9	
1.11	Question 10	
2.1	Question 11 a, b	
2.2	Question 12 a, b	
2.3	Question 13	
2.4	Question 14	
2.5	Question 15	
2.6	Question 16	
2.7	Question 18	
2.7	Question 18	

3.1	Question 18	
3.2	Question 19	
3.3	Question 20	
3.4	Question 21	
3.5	Question 22	
3.6	Question 23	
4.1	Question 24	
4.2	Question 25	
4.3	Question 26	
4.4	Question 27	
4.5	Question 28	
4.6	Question 29	
4.7	Question 30	
4.8	Question 31	

Further evidence

No further assessment evidence guidance is required, as all criteria within this unit are linked to the questions within the workbook. If assessors wish to supplement this learner evidence further, they may do so and map this in the 'Additional evidence' column above.

Training provider/assessment confirmation

Learner's name:
Learner's signature:
Assessor's name:
Assessor's signature:

Quality assurance confirmation

IQA's name (if sampled):
IQA's signature (if sampled):
EQS's name (if sampled):
EQS's signature (if sampled):
Date completed:

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