

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



Sault College

**COURSE OUTLINE**

**COURSE TITLE:** Introduction to Private Security

**CODE NO. :** CJS 415 **SEMESTER:** III

**PROGRAM:** Law and Security Administration

**AUTHOR:** John E. Jones

**DATE:** Aug, 2003 **PREVIOUS OUTLINE** Aug,  
**DATED:** 2002

**APPROVED:**

\_\_\_\_\_  
DEAN

\_\_\_\_\_  
DATE

**TOTAL CREDITS:** 3

**PREREQUISITE(S)** None

**Hours per Week:** 3

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**I. COURSE DESCRIPTION:** The course is designed to familiarize the student with the various concepts and techniques employed in the private security sector that are necessary to develop and maintain total loss prevention programs. Emphasis will be directed towards prevention programs that target loss through theft, fire, abuse, and accident. Students will examine common offences related to the industry, as well as the legislative authorities that allow security personnel to function within legal parameters.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the student will demonstrate the ability to:

**1. Describe the origins and development of private security in Canada and the United States**

Potential Elements of the Performance:

- a. outline the historical development of private security
- b. list and describe the various career opportunities in private security
- c. list and discuss the role of security

**2. Describe the security function for private security**

Potential Elements of the Performance:

- a. define the term, "private security", and "public security" and outline the differences and similarities
- b. define and outline the advantages and disadvantages of in-house and contract security services
- d. outline and discuss the impacts of the five tenets of security upon the role of private security
- e. List and describe the process of licensing in Ontario for Security
- f. List and describe the selection criteria for security guards.
- G. understand the relationship between security and customer service
- h. List and discuss the concept of "WAECUP"

**3. Outline and apply the various legislative authorities for private security**

Potential Elements of the Performance:

a. identify and describe the provisions of the Criminal Code that impacts private security

- arrest authorities
- search authorities
- seizure authorities
- use of force authorities

b. identify and describe common Criminal offences that are encountered

- offences against person
- offences against property
- disturbance offences
- drug related offences

c. identify and describe common Provincial Offences that are encountered

- trespass to property
- liquor offences

d. identify and describe the Ontario Trespass to Property Act

**4. Write complete, accurate, and factual reports from scenarios**

Potential Elements of the Performance:

a. state and explain the need for accurate, factual and complete reports

b. list the essential components of a good report

c. complete reports based on scenarios

**5. List and describe the basic defense measures used in private security**

Potential Elements of the Performance:

a. list and describe the zones of defense

b. list and describe the methods of defense

c. list and describe fire protection, safety, and emergency planning processes

d. List and describe patrol procedures

e. list and describe portable radio procedures and "10" codes

**6. List and describe security application processes to retail security, hotel security, institutional security and casino security**

Potential Elements of the Performance:

- a. list and describe the issues and processes of retail security
  - list and describe the types of shop lifters
  - list and describe the common signs of shop lifters
  - list and describe the security issues for retail businesses
- b. list and describe the issues and processes of hotel security
  - list and describe the pertinent section of the Hotel Fire Safety Act
  - list and describe the pertinent sections of the Inn Keepers Act
  - list and describe the security issues for hotel security
- c. list and describe the issues and processes of institutional security
  - list and describe the security issues for hospitals, and educational facilities
- d. list and describe the security issues and processes for Casinos
- e. list and describe the various patrol patterns used in private security

**7. List and describe the techniques of CPTED to reduce crime.**

Potential Elements of the Performance:

- a. list and describe prevention techniques associated with opportunity reduction
- b. list and describe the three "D" approach to planning CPTED
- c. List and describe the four key strategies of effective CPTED

**III. TOPICS:**

1. History of Private Security
2. The Security Function
3. Legislative authorities and selected offences
4. Report writing
5. Basic Defense Measures
6. Security Applications
7. CPTED

**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:(both textbooks are also used for Security Hardware, CJS 420)**

Canadian Private Security Manual, Kenneth Smith, Robert Prouse, Carswell

Principles of Security and Crime Prevention, Fourth Edition, Pamela A. Collins, Truett A. Ricks, Clifford W. VanMeter, Security Legislation, Canadian Criminal Justice Academy

**V. EVALUATION PROCESS/GRADING SYSTEM:**

Mid-term Exam - 50 marks

Final exam - 50 marks

The following semester grades will be assigned to students in post-secondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	3.75
B	70 - 79%	3.00
C	60 - 69%	2.00
F (Fail)	59% or below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field placement or non-graded subject areas.	
U	Unsatisfactory achievement in field placement or non-graded subject areas.	
X	A temporary grade. This is used in limited situations with extenuating circumstances giving a student additional time to complete the requirements for a course (see <i>Policies &amp; Procedures Manual – Deferred Grades and Make-up</i> ).	
NR	Grade not reported to Registrar's office. This is used to facilitate transcript preparation when, for extenuating circumstances, it has not been possible for the faculty member to report grades.	

## VI. SPECIAL NOTES:

### Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1204 or call Extension 493, 717, or 491 so that support services can be arranged for you.

### Retention of course outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other post-secondary institutions.

### Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

### Course outline amendments:

The Professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

**Re-write of an exam is not permitted.**

**All assignments must be typed, double spaced, with a cover page.**

**Failure to notify the professor of exam absence prior to the exam will result in a “0” grade assigned.**

**VII. PRIOR LEARNING ASSESSMENT:**

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

**VIII. DIRECT CREDIT TRANSFERS:**

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.

**Mid-term Exam (50 marks)**

Learning objectives 1-4

**Final Exam (50 marks)**

Learning objectives 5-7

**Reading Assignments**

- |                             |   |
|-----------------------------|---|
| <b>Learning Objective 1</b> | - Chapter 1 Principles of Security and Crime Prevention   |
| <b>Learning Objective 2</b> | - Chapter 3 Principles of Security and Crime Prevention<br>- Chapter 2 Canadian Private Security Manual   |
| <b>Learning Objective 3</b> | - Chapters 6 and 8 Canadian Private Security Manual   |
| <b>Learning Objective 4</b> | - Chapter 11 Canadian Private Security Manual   |
| <b>Learning Objective 5</b> | - Chapters 9, 10, 11 Principles of Security and Crime Prevention<br>- Chapter 6 Canadian Private Security Manual<br>- Handout/notes patrol procedures<br>- Handout/notes radio procedures |
| <b>Learning Objective 6</b> | - Chapters 17, 18, 19 Canadian Private Security Manual<br>- Handouts/notes  |
| <b>Learning Objective 7</b> | - Notes   |