

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 StatesPotential 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 securityPotential 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
- c. outline and discuss the impacts of the five tenets of security upon the role of private security
- d. list and describe the process of licensing in Ontario for Security
- e. list and describe the selection criteria for security guards.
- f. understand the relationship between security and customer service
- g. list and discuss the concept of "WAECUP"

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

Potential Elements of the Performance:

- a. review and describe the provisions of the Criminal Code that impacts private security
 - arrest authorities
 - search authorities
 - seizure authorities
 - use of force authorities
- b. list and explain the provisions of the Private Investigators and Security Guard 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:

None
 Handouts provided

V. EVALUATION PROCESS/GRADING SYSTEM:

Mid-term Exam - 40 marks
 Final exam - 40 marks
 Presentation - 20 marks

The following semester grades will be assigned to students:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 - 59%	1.00
F	49% or less	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 & 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:

**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.**

Note: A passing grade of C or better in order to be credited for program graduation

Mid-term Exam (40 marks)

Learning objectives 1-4

Final Exam (40 marks)

Learning objectives 5-7

Assignment (20 Marks)

Learning Objectives 1-7

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.

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 postsecondary institutions.

Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

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

Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool. (not available with is course)

Plagiarism:

Students should refer to the definition of "academic dishonesty" in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may:

- (i) issue a verbal reprimand,
- (ii) make an assignment of a lower grade with explanation,
- (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade "C",
- (iv) make an automatic assignment of a failing grade,
- (v) recommend to the Chair dismissal from the course with the assignment of a failing grade.

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.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

It is the departmental policy that once the classroom door has been closed, the learning process has begun. Late arrivers will not be granted admission to the room.