

Pearson BTEC Level 2 Award for Working as a Vehicle Immobiliser in the Private Security Industry (QCF)

Exemplar assignment brief

This sample assignment has been written for centres:

- to illustrate a way of integrating all of the internally-assessed assessment criteria into a single assignment
- to act as a model that centres can use and adapt as necessary

This exemplar assignment is not intended to be prescriptive; centres do not need to use it and can continue to create their own materials and approach the final project in other ways to suit the centre and their learners.

It is essential when designing assignment briefs that centres refer to the *Assessment Guidance* section in the BTEC Vehicle Immobiliser specification.

Generic information about the assessment, for example about evidence types and how to design assignment briefs, can be found on the Pearson website.

Assignment cover sheet

Centre	
Student name	
Course	BTEC Level 2 Award for Working as a Vehicle Immobiliser within the Private Security Industry
Unit title	Unit 1 Working as a Vehicle Immobiliser within the Private Security Industry
Assignment title	Operational role of a Vehicle Immobiliser
Tutor name	

Issue date	Submission date	Re-submission date (s)

I declare that this assignment is entirely my own work

Signed _____ Date _____
(Learner)

About this assignment

This assignment covers the following assessment criteria:

Learning Outcome 1: Know the law and standards relating to vehicle immobilisation and removal

Assessment criteria	
1.1	Identify the legal basis under which vehicle immobilisation can take place
1.2	Identify the purpose of vehicle immobilisation and removal
1.3	Identify the SIA's Standards of Behaviour for vehicle Immobilisers
1.4	State the purpose of the SIA's Standards of Behaviour

Learning Outcome 2: Understand signage and information relating to vehicle immobilisation and removal

Assessment criteria	
2.1	State the requirements relating to signs giving notice of vehicle immobilisation or removal
2.2	State the information that should be displayed on enforcement vehicles
2.3	Identify the information required for notices on vehicles that have been immobilised

Learning Outcome 3: Know how to immobilise, remove and relocate vehicles

Assessment criteria	
3.1	Identify devices and other methods for immobilising a vehicle
3.2	State how to apply and remove a home office clamp without causing damage to vehicles
3.3	Identify types and uses of lifting equipment
3.4	State how to use lifting equipment safely and without causing damage to vehicles
3.5	Identify safe working practices for vehicle tow-away

Learning Outcome 4: Know when to immobilise, remove and relocate vehicles

Assessment criteria	
4.1	Distinguish between UK and foreign registered vehicles
4.2	Identify different types of parking schemes and permits
4.3	Identify when a vehicle can be immobilised
4.4	Identify when a vehicle should be relocated or removed
4.5	Identify when a vehicle should not be immobilised or removed

Learning Outcome 5: Understand the uses of technology and record keeping in vehicle immobilisation and removal

Assessment criteria	
5.1	State how and when to take photographs of vehicles
5.2	State the factors that can affect the quality of photographs
5.3	Identify how to use radios and mobile phones correctly
5.4	State the NATO phonetic alphabet
5.5	Identify ways of finding and remedying common faults with communication equipment
5.6	Identify how the use of different technologies can help the vehicle immobiliser in their duties
5.7	State how and when to use a notebook
5.8	State the importance of recording information accurately

Learning Outcome 6: Understand payments and appeals in vehicle immobilisation and removal

Assessment criteria	
6.1	Identify acceptable payment methods
6.2	Identify what information needs to be on a release receipt
6.3	State what a vehicle immobiliser should say and do if a driver disputes the immobilisation or removal of their vehicle
6.4	Identify valid reasons for appeal

Assignment context

In your role as a vehicle immobiliser you must ensure that you are aware of current legislation and have a good sound understanding of all aspects of your role.

You have a new colleague who will be working with you shortly.

Before the new colleague starts you have been asked to put together a series of briefing sheets so that your new colleague can keep copies for reference.

This assignment covers the assessment criteria listed on the assessor feedback sheet.

You must answer all tasks to demonstrate you have the knowledge and understanding required for Unit 1 Working as a Vehicle Immobiliser within the Private Security Industry.

Briefing Sheet 1 for new vehicle immobilisers
(Learning outcome 1)

Complete this briefing sheet to help your colleague understand the law and standards relating to vehicle immobilisation and removal.

(1.1) Identify the legal basis under which vehicle immobilisation can take place below:

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(1.2) Identify the purpose of vehicle immobilisation and removal below:

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(1.3) Identify **four** of the SIA's Standards of Behaviour for vehicle immobilisers below:

1.
2.
3.
4.

(1.4) State the **three** main purposes of the SIA's Standards of Behaviour below:

1.
2.

3.

Briefing Sheet 2 for new vehicle immobilisers
(Learning outcome 2)

Complete this briefing sheet to help your colleague understand signage and information relating to vehicle immobilisation and removal.

(2.1) State the requirements relating to signs giving notice of vehicle immobilisation or removals below:

(2.2) State the information that should be displayed on enforcement vehicles below:

(2.3) Identify the information required for notices on vehicles that have been immobilised below:

Briefing Sheet 3 for new vehicle immobilisers (Learning outcome 3)

Complete this briefing sheet to help your colleague know how to immobilise, remove and relocate vehicles.

(3.1) Identify devices and other methods for immobilising a vehicle below:

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(3.2) State how to apply and remove a home office clamp without causing damage to vehicles below:

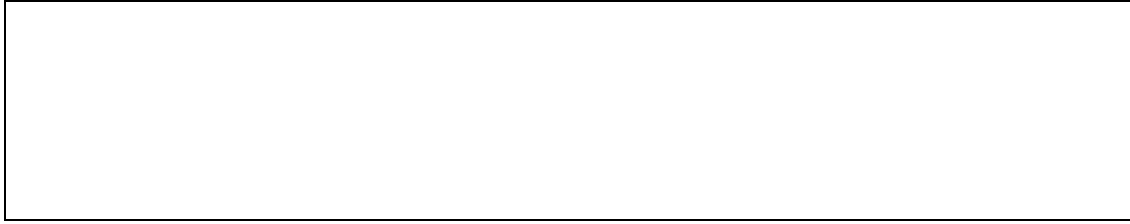
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(3.3) Identify types and uses of lifting equipment and

(3.4) State how to use lifting equipment safely without causing damage to vehicles below:

Types	Uses	How to use safely

(3.5) Identify safe working practices for vehicle tow-away below:





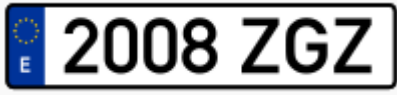




Briefing Sheet 4 for new vehicle immobilisers

(Learning outcome 4)

Complete this briefing sheet to help your colleague know when to immobilise, remove and relocate vehicles.

(4.1) Distinguish between UK and foreign registered vehicles

Identify which of these number plates are UK plates:

(4.2) Identify different types of parking schemes and permits below:

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- (4.3)** Identify when a vehicle can be immobilised and
(4.4) Identify when a vehicle should be relocated or removed below:

Immobilised	Relocated	Removed

- (4.5)** Identify when vehicles should not be immobilised or removed

1.
2.
3.

Briefing Sheet 5 for new vehicle immobilisers
(Learning outcome 5)

Complete this briefing sheet to help your colleague understand the uses of technology and record keeping in vehicle immobilisation and removal.

(5.1) State how and when to take photographs of vehicles below:

How	When

(5.2) State **four** factors that can affect the quality of photographs below:

1.
2.
3.
4.

(5.3) Identify how to use radios and mobile phones correctly below:

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(5.4) State the NATO phonetic alphabet below;

A	B	C	D
E	F	G	H
I	J	K	L
M	N	O	P
Q	R	S	T
U	V	W	X
Y	Z		

(5.5) Identify ways of finding and remedying common faults with communication equipment below:

Ways of Finding	Remedying Common Faults

(5.6) Identify how the use of different technologies can help the vehicle immobiliser in their duties below:

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(5.7) State how and when to use a notebook below:

How	When

(5.8) State the importance of recording information accurately below:

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Briefing Sheet 6 for new vehicle immobilisers
(Learning outcome 6)

Complete this briefing sheet to help your colleague understand payments and appeals in vehicle immobilisation and removal.

(6.1) Identify acceptable payment methods below:

Methods	Types

(6.2) Identify what information needs to be on a release receipt below:

1.	2.	3.
4.	5.	6.
7.	8.	9.

(6.3) State what a vehicle immobiliser should say and do if a driver disputes the immobilisation or removal or their vehicle below:

Say	Do

(6.4) Identify **four** valid reasons for appeal below:

1.
2.
3.
4.

Assessor Feedback Report			
Qualification	BTEC Level 2 Award for Working as a Vehicle Immobiliser within the Private Security Industry	Assessor name	
Unit title	Unit 1 Working as a Vehicle Immobiliser within the Private Security Industry	Learner name	
Assessment criteria	ASSESSOR FEEDBACK		Achieved ?
L01 Know the law and standards relating to vehicle immobilisation and removal			
1.1 Identify the legal basis under which vehicle immobilisation can take place			
1.2 Identify the purpose of vehicle immobilisation and removal			
1.3 Identify the SIA's Standards of Behaviour for vehicle Immobilisers			
1.4 State the purpose of the SIA's Standards of Behaviour			
L02 Understand signage and information relating to vehicle immobilisation and removal			
2.1 State the requirements relating to signs giving notice of vehicle immobilisation or removals			
2.2 State the information that should be displayed on enforcement vehicles			
2.3 Identify the information required for notices on vehicles that have been immobilised			
L03 Know how to immobilise, remove and relocate vehicles			
3.1 Identify devices and other methods for immobilising a vehicle			
3.2 State how to apply and remove a home office clamp without causing damage to vehicles			
3.3 Identify types and uses of lifting equipment			

3.4 State how to use lifting equipment safely and without causing damage to vehicles		
3.5 Identify safe working practices for vehicle tow-away		

Assessment criteria	ASSESSOR FEEDBACK	Achieved ?
LO4 Know when to immobilise, remove and relocate vehicles		
4.1 Distinguish between UK and foreign registered vehicles		
4.2 Identify different types of parking schemes and permits		
4.3 Identify when a vehicle can be immobilised		
4.4 Identify when a vehicle should be relocated or removed		
4.5 Identify when a vehicle should not be immobilised or removed		
LO5 Understand the uses of technology and record keeping in vehicle immobilisation and removal		
5.1 State how and when to take photographs of vehicles		
5.2 State the factors that can affect the quality of photographs		
5.3 Identify how to use radios and mobile phones correctly		
5.4 State the NATO phonetic alphabet		
5.5 Identify ways of finding and remedying common faults with communication equipment		
5.6 Identify how the use of different technologies can help the vehicle immobiliser in their duties		
5.7 State how and when to use a notebook		
5.8 State the importance of recording information accurately		
LO6 Understand payments and appeals in vehicle immobilisation and removal		
6.1 Identify acceptable payment methods		
6.2 Identify what information needs to be on a release receipt		
6.3 State what a vehicle immobiliser should say and do if a driver disputes the immobilisation or removal of their vehicle		

6.4 Identify valid reasons for appeal		
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Assessor signature		Date	
Learner signature		Date	