



Unit 15 Peartree Business Centre
Peartree Road
Colchester
Essex
CO3 0JN
0871 2000 127
info@impact-security.com
www.impact-security.com

Training Program



SIA / Security & BTEC Courses

(we can train pre-booked courses outside of the dates listed below – and at a venue of your choice)

LEVEL 2 AWARD IN DOOR SUPERVISION

Duration: 4 days
Certification: Highfield
Cost: £250 + vat



This course will enable you to train for the level 2 award in door supervision and then apply to the SIA for your licence to work. With the door supervisor licence you are able to operate in both areas of door supervision and security guarding – meaning you can operate in licensed premises such as pubs, clubs, outdoor licensed events i.e. concerts, as well as manned guarding of warehouses, office buildings, factories etc. This course also qualifies you for the new Unit 4 – Physical Intervention for door supervisors.

2012
30 Apr–3 May
11-14 Jun
16-19 Jul
20-23 Aug
24-28 Sept
12-15 Nov
17-20 Dec

DOOR SUPERVISOR REFRESHER inc. PHYSICAL INTERVENTION

Duration: 1 day
Certification: Highfield
Cost: £125 + vat



This 1 day course is designed for existing SIA Door Supervisor licence holders who require their new Physical Intervention qualification and who also wish to undertake refresher training on the up to date legislation and law regarding working as a door supervisor. Close Protection Officers can also benefit from this course as currently there is no requirement for CP licence holders to obtain the Physical Intervention qualification, however with this 1 day course CP licence holders can gain valuable knowledge in the use of force and physical intervention as required by newly trained door supervisors.

Bookings available on request

BTEC LEVEL 3 CERTIFICATE IN CLOSE PROTECTION OPERATIONS

Duration: 14 days inc. weekends
Certification: Highfield
Cost: £1,600 + vat



This course will enable you to train for the BTEC Level 3 Certificate in Close Protection Operations and is designed for people who want to work as a close protection officer either independently or as part of a team. On completion of the course you can apply to the SIA for your licence to work. Included within this course is your 3 day First Aid at Work and SIA Physical Intervention Qualification.

2012
14-27 May
23 Jul – 5 Aug
15-28 Oct

- *ELCAS funding is available on this course for eligible claimants. (Provider number 4326).*
- *'TRAIN NOW, PAY LATER' is available on this course for non ELCAS claimants.*

CLOSE PROTECTION OPERATIONS REFRESHER COURSE

Duration: 3 days (24 hours)
Certification: Highfield
Cost: £450 + vat



This 24 hour Close Protection Operations Refresher Course refreshes the necessary skills and underpinning knowledge for previously trained close protection operators requiring the requisite qualification for SIA licensing. All potential students are encouraged to familiarise themselves with the pre requisite requirements as stipulated by the [SIA exemptions](#). The course encompasses the 24 guided learning hours to ensure that the student is thoroughly prepared to successfully carry out the assessments and knowledge test as per the SIA mandatory requirement.

Bookings available on request

On successful completion of the course, students will be awarded a BTEC Level 3 Certificate in Close Protection Operations.

- *ELCAS funding is available on this course for eligible claimants. (Provider number 4326).*

LEVEL 2 AWARD IN CCTV (PSS) OPERATORS

Duration: 4 days
Certification: Highfield
Cost: £360 + vat



This course will enable you to train for the level 2 award in CCTV operations (public space surveillance) and then apply to the SIA for your licence to work. This qualification and subsequent licence will authorise you to control and operate CCTV systems whereby the monitoring of public space is its main function. This licence ***does not*** give you authority to operate as a security guard or a door supervisor – but only in the role of a CCTV operator. Those wishing to operate as a security guard whilst also operating a CCTV (PSS) system will be required to hold a security guarding licence or door supervisor licence.

2012
18-20 Jun

LEVEL 2 AWARD IN SECURITY OPERATIONS

Duration: 3 days
Certification: Highfield
Cost: £250 + vat



This course will enable you to train for the level 2 award in security operations and then apply to the SIA for your licence to work. This is the basic of security licenses and will only authorise you to work in the role of a security guard whereby you can operate in manned guarding of warehouses, office buildings, factories etc. This licence ***does not*** give you authority to operate in the role of a door supervisor or working in and around licensed premises where alcohol is on sale for consumption on the premises.

Bookings available on request

BTEC LEVEL 2 AWARD IN VEHICLE IMMOBILISATION

Duration: 3 days
Certification: Edexcel
Cost: £400 + vat



This course will still be run for those applicants that require this qualification; however the government has still yet to make a decision on the banning of wheel clamping on private land.

Bookings available on request

LEVEL 2 AWARD IN PHYSICAL INTERVENTION (SIA Unit 4)

Duration: 1 day
Certification: Highfield
Cost: £100 + vat



This course is the new unit 4 of the full door supervisor course, but can be offered to existing door supervisor licence holders as a 'top up' course to bring you up to date with current SIA training. It will be a requirement as of May 2011 all existing door supervisors wishing to renew their licence must have passed this course.

2012
3 May
14 Jun
19 Jul
23 Aug
28 Sept
15 Nov
20 Dec

HOSTILE ENVIRONMENT CLOSE PROTECTION OPERATIONS (HECPO)

Duration: 3 days
Certification: In House
Cost: £750 + vat



DRY FIRING

This course can be attended by either those already qualified as a UK Close Protection Officer or by individuals who just need a qualification in HECPO. This condensed course generates maximum practical participation by students and concentrates on skills such as; 1) Use of Firearms, 2) First Aid and 3) Contingency Planning. The course is ideally suited for those with little or no background of working in hostile environments and offer them a professional taster of such an environment and in turn allows them to make an informed choice as to whether or not this line of work suits them. It is also designed as a refresher course for those operatives returning back to work after a long period of rest.

Bookings available on request

Please note – this course will involve an overnight exercise in the field.

HOSTILE ENVIRONMENT AWARENESS TRAINING (HEAT)

Duration: 3 days
Certification: In House
Cost: £TBC

Our 3 day Hostile Environment Awareness Training (HEAT) course is designed for all kinds of official 'frontline' organisations operating in potentially volatile areas where they have become aware of their legal liabilities and moral responsibilities for the duty of care of those working for them either as employees, contractors or as volunteers. The course

Bookings available on request



covers over twenty subjects in the three days, ensuring the candidate is well-versed with the potential dangers and hazards they may face. The HEAT Course will teach you how to assess situations, reduce the potential of known/perceived risks, increase your personal effectiveness, and to maximise control of any potentially dangerous situation you may find yourself in.

FIREARMS TRAINING

Duration: 3 days (UK & France)
 Certification: In House
 Cost: £TBC

LIVE FIRING

This course is suitable for students who have little or no weapons experience. It is held in the UK and France in compliance with their gun laws. You will quickly build up a high level of knowledge about weapon safety, weapon and ammunition types and carrying methods, and firing different types of weapons and from different types of firing positions. This course would suit anybody that is intending to work overseas and needs practical experience of live firing and it will suit people that have attended or are about to attend the SSO course. All individuals that are planning a career in ship security are to have a form of firearms qualification by January 2012. This qualification will be sufficient for any employer to see that you have gained practical live firing experience.

Bookings available on request



BTEC LEVEL 2 AWARD IN PHYSICAL RESTRAINT (CARE & CONTROL)

Duration: 2 days
 Certification: Edexcel
 Cost: £400 + vat

The BTEC Level 2 Intermediate Award in Physical Restraint Practice (Care & Control) has been specifically written for Care Staff and Education Staff to achieve a Nationally Recognised Level 2 vocationally specific qualification on the knowledge, understanding and skills learners need to undertake appropriate and effective physical restraint to an intermediate standard.

Bookings available on request



BTEC LEVEL 2 AWARD IN PHYSICAL RESTRAINT PRACTICE FOR SECURITY STAFF & DOOR SUPERVISORS

Duration: 2 days
 Certification: Edexcel
 Cost: £400 + vat

The BTEC Level 2 Intermediate Award in Physical Restraint Practice for Security Staff and Door Supervisors course allows for all staff the opportunity to achieve a Nationally Recognised Level 2 vocationally specific qualification on the knowledge, understanding and skills learners need to undertake appropriate and effective physical restraint to an intermediate standard. This award is above and beyond the training available within the SIA's Unit 4 – Physical Intervention for door supervisors.

Bookings available on request



SELF DEFENCE TECHNIQUES

Duration: 1 day
Certification: In House
Cost: £75 + vat



Most women, men and youngsters in our society have heard "Don't fight back as you will make him or her angry." Yet statistics show that 4 out of 5 women who fight back get out of a situation! However, most people do not believe they can fight back; this is in fact a myth. Doing one of our personal self-defence courses will provide you with a choice of self-protection skills that may prevent a rape, sexual assault or even save your life. You do not need to have any martial arts experience to learn our self-defence skills. The self-defence courses we offer are specifically designed for the everyday woman, man or student and cover a variety of important topics such as personal safety talk & safety in your daily life, understanding the violent mind, how to handle aggression, identification of risk situations & their avoidance, drug rape awareness, as well as a range of easy to remember and highly effective physical self-defence techniques.

Bookings available on request

LEVEL 2 AWARD IN CONFLICT MANAGEMENT

Duration: 1 day
Certification: Highfield
Cost: £125 + vat



This course is designed for anyone who in the line of their work could come into conflict situations i.e. care staff, social services, public sector and generally dealing day to day with the general public. Conflict comes in many shapes and forms, and dealing with conflict takes training and certain skills to try and defuse the conflict before it escalates. Therefore our approach is very proactive and is dealt with in the form of role play and scenario based situations.

Bookings available on request

SURVEILLANCE TECHNIQUES

Duration: 2 days
Certification: In House
Cost: £400 + vat



This course is specifically designed for people who wish to improve their covert surveillance techniques, or who wish to be trained in surveillance operations as part of becoming a private investigator or a surveillance team operator. The course will consist of observations, digital camera and digital camcorder usage. Foot and car following techniques and use of surveillance equipment will all be covered. Students must be prepared to work late on the first evening.

Bookings available on request

RADIO USERS COURSE

Duration: 1 day
Certification: In House
Cost: £125 + vat



This course is designed for students to learn basic voice procedure, different types of handheld radio (both covert and overtly), the use of the phonetic alphabet and code words. This course would suit anybody involved in security, door supervision and CCTV operations.

Bookings available on request

PLASTICUFF HANDCUFF TRAINING

Duration: 1 day
Certification: APR
Cost: £160 + vat



This course is designed around using the Plasticuff – which has been designed and developed to be used with the same key system as the Police issue handcuffs. This course would suit security, door supervisors and close protection officers.

Bookings available on request

RIGID HANDCUFF TRAINING

Duration: 1 day
Certification: BTEC level 2
Cost: £200 + vat
Certification: In House
Cost: £100 + vat



This course is designed around using the Rigid Handcuff system. As with the Plasticuff course this would suit security, door supervisors and close protection officers. This course can be certificated either to a BTEC level 2 award or a standard 'in house' certificate.

2012
3 May
14 Jun
19 Jul
23 Aug
28 Sept
15 Nov
20 Dec

Level 2/3/4 Award in Spectator Safety (Crowd Management)

Duration: L2 = 4 days
L3 = 60 hours
L4 = 150 hours
Certification: L2 = VRQ
L3 = NVQ
L4 = NVQ
Cost: L2 = £250 + vat
L3 = £500 + vat
L4 = £850 + vat

This course involves obtaining detailed knowledge, skills and understanding in a match day or event environment. It is designed for those who are working in stewarding at level 2 to more supervisory positions level 3 and management safer at level 4, at sports events, parades, concerts or carnivals where the safety of spectators is paramount. Your responsibilities should include preparing stewards and venues for spectator events and dealing with accidents and incidents. It demonstrates team leading with competence in communication and problem solving.

Bookings available on request

Specialist Courses

(min 6 people per course)

SHIPS SECURITY OFFICER COURSES (SSO)

Duration: 3 days
Certification: IMO & MCA
Cost: £400 + vat



This course will provide you with the training necessary and is relevant for personnel involved in the development and maintenance of security awareness onboard ship. The course will train delegates to understand their obligations and provide a full understanding of the ISPS Code, how to implement it relating to legislation, documentation requirements and how to maintain an effective security system specifically related to their operation.

Bookings available on request

This course is compliant with current IMO requirements and is approved by the Maritime Coastguard Agency (MCA).

Please note that from January 2012 it is strongly recommended that you attend the Firearms course as advertised in this program.

TERROR THREAT AWARENESS TRAINING

Duration: 1 day
Certification: In House
Cost: £75 + vat



In today's world, terrorism awareness and prevention, coupled with training, is becoming even more vital. All of us have a part to play in ensuring that our business and working environments can continue to operate with a greater degree of safety. This course will be of particular value to people working within all sectors who deal with public at large.

Bookings available on request

First Aid Courses

(min 6 people per course)

HSE FIRST AID AT WORK

Duration: 3 days
Certification: Highfield
Cost: £200 + vat



This course is applicable to anyone who in the course of their job, might be called upon to administer first aid to anyone, pending arrival of the emergency services.

Bookings available on request

HSE FIRST AID AT WORK RE-QUALIFICATION

Duration: 2 days
Certification: Highfield
Cost: £165 + vat

This course is designed for anyone who has undertaken the HSE approved 'First Aid at Work' course no longer than 3 years previously.

Bookings available on request



HSE EMERGENCY FIRST AID AT WORK

Duration: 1 day
Certification: Highfield
Cost: £75 + vat

This course is for any person who is, or likely to become, required to provide emergency first aid to work colleagues until more qualified help arrives.

Bookings available on request



HSE FIRST AID ANNUAL REFRESHER

Duration: ½ day
Certification: Highfield
Cost: £65 + vat

For any person who has undertaken an Emergency First Aid at Work qualification.

Bookings available on request



Fire Safety

(min 6 people per course)

LEVEL 1 AWARD IN FIRE SAFETY AWARENESS

Duration: ½ day
Certification: Highfield
Cost: £65 + vat

This is for all staff in the workplace who should be aware of the risk of fire and how to act responsibly in an emergency.

Bookings available on request



LEVEL 2 AWARD IN FIRE SAFETY

Duration: 1 day
Certification: Highfield
Cost: £125 + vat

This course is accredited by the Institute of Fire Safety Managers and is designed for all staff in the workplace giving an understanding of new regulations, the causes and effects of fire and how to be 'competent person'

Bookings available on request



FIRE WARDEN / MARSHAL COURSE

Duration: ½ day
Certification: In House
Cost: £65 + vat

This is for any person who is, or is to be a designated fire warden or a fire marshal on a site, or those who have a specific responsibility in the event of a fire occurring.

Bookings available on request



Teacher Training / Assessor Qualifications

(min 6 people per course)

PREPARING TO TEACH IN THE LIFELONG LEARNING SECTOR

(PTLLS LEVEL 3/4)

Duration: 4 days classroom & 30 hrs distant learning
Certification: HABC
Cost: Level 3 £475 + vat
Level 4 £600 + vat

This course comprises of 30 guided learning hours and 30 hours of self directed study. This qualification will provide trainers, facilitators and teachers the abilities to support learners and is mandatory within the learning sector. Candidates can be registered at either level 3 or level 4 and claim certification against that level. The award comprises of five assignments based on the teaching and learning cycle and two 15 min observed micro teaching sessions. All submitted evidence is internally marked and externally assessed.

Bookings available on request



QUALIFICATION FOR THE DELIVERY OF CONFLICT MANAGEMENT

Duration: 30 hrs pre-course &
3 days classroom
Certification: HABC
Cost: Level 3 £400 + vat



This award in the delivery of conflict management is a 60 hour qualification consisting of 30 hours pre course study and 3 days guided learning programme in the classroom. The course meets the criteria for those that wish to deliver the scenario based element for SIA licensing requirements. Candidates wishing to enroll on this programme must hold a recognised teacher/training qualification such as PTLLS or have enrolled on a course before attending.

*Bookings available
on request*

A1 ASSESSOR AWARD IN ASSESSING CANDIDATES

Duration: 1 day induction &
10 weeks training
Certification: NVQ
Cost: £650 + vat

This course proves your ability to assess a candidate to the standards of the NVQ and is an essential qualification for those wishing to assess within their own organisation or on a freelance basis. This course is suitable for those who are experienced practitioners within their field, and are 'operationally competent to the standard described in the units they are assessing, based on current professional practice.' The A1 Assessor Award enables you to assess what NVQ candidates can do, and what they know and understand about the job they are doing.

*Bookings available
on request*

V1 VERIFIER AWARD IN CONDUCTING INTERNAL QUALITY

Duration: 100 hours
Certification: NVQ
Cost: £500 + vat

Many assessors move on to the V1 Verifier Award as a way of progressing their careers. The key additional qualification with the V1 Verifier Award is the ability to work as an internal verifier within your organisation and monitor the performance of other NVQ assessors. This course is suitable for those who have been acting as an assessor for the standards being assessed for a minimum of one year during the last two years.

*Bookings available
on request*

Other Courses

(min 6 people per course)

LEVEL 2 AWARD IN SAFE MOVING AND HANDLING

Duration: 1 day
Certification: Highfield
Cost: £125 + vat

This is for any person from any industry, site or office based, who is responsible for lifting objects that have the potential to cause injury to themselves or others. *Bookings available on request*



LEVEL 1 AWARD IN HEALTH AND SAFETY IN THE WORKPLACE

Duration: ½ day
Certification: Highfield
Cost: £65 + vat

This qualification focuses on the importance of maintaining health and safety and ensuring that employee actions reduce risks in the workplace. Candidates will gain a sound first level understanding of all aspects of health and safety including legislation, fire procedures, chemical safety, manual handling and personal protective equipment. Ideal as an introduction to general health and safety for any environment. *Bookings available on request*



LEVEL 2 AWARD IN HEALTH AND SAFETY IN THE WORKPLACE

Duration: 1 day
Certification: Highfield
Cost: £125 + vat

The aim of the Level 2 Award in Health and Safety in the Workplace qualification is to provide candidates with knowledge of the basic Health and Safety practices that are essential in the workplace. This includes the hazards and risks presented in the workplace along with the relevant legislation, and ensures awareness of cost-effective, practical control methods. The qualification is applicable for any private or public sector working environment and provides employees with an awareness of their own safety, as well as the safety of customers, contractors and members of the public. *Bookings available on request*



Further Information

Venue

All courses are based at our Colchester training centre. However, we are able to train at a more suitable venue of your choice if required. To date we currently out train at venues in Clacton-on-Sea, Harwich and Southend-on-Sea.

Training Dates

For our courses within the timetable that have set dates, we are able to train these courses in between the set dates if sufficient numbers of students can attend. In addition to this, we can train at a venue of your choice (as detailed above).

Prices

Course price can vary depending on numbers and regularity of students attending. Please contact us for a more detailed costing if required.

'Train Now, Pay Later'

We can offer you payment schemes on Close Protection Courses to enable you to spread the cost of the course. Please contact us for details.

ELCAS Funding

ELCAS funding is available to serving and ex military personnel. Our provider number is 4326. Eligible candidates for this scheme must follow the correct procedures as per the ELCAS website.

Certification

Every student completing one of our courses will receive a certificate of attendance. For nationally recognised courses the students will also receive a certificate from the awarding body – such as Highfield, Edexcel, MCA etc.

Contact Us

Please contact us for further course information and training dates if required;

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