

SFJCCFE2

Prepare and drive secure vehicles to and from custodial and other environments



Overview

This unit is about driving a custodial vehicle, such as a cellular vehicle, mini-bus, saloon car, or other specialist vehicle, from one location to another. Usually these locations will be courts and prisons but could include, for example, hospitals and other non-secure places. It also covers checking the vehicle for appearance, roadworthiness and security and dealing with security, emergency and communications equipment and tracking devices and navigation equipment. It may also involve responding to incidents arising from mechanical breakdown, poor weather, obstacles or traffic congestion and aggressive road users and emergencies that may arise from a road traffic accident, illness, injury or attempted escape.

There are three elements

- 1 Check the vehicle and its equipment
- 2 Ensure the security of the vehicle
- 3 Drive the vehicle to and from custodial and other environments

Target Group

This unit applies to custodial care staff who drive secure vehicles, in particular staff working in court escort and inter-prison transfer services.

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Performance criteria

Check the vehicle and its equipment

You must be able to:

- P1 make sure you have the correct authorisation to use the vehicle
- P2 make sure all relevant aspects of the vehicle and its equipment meet legal and organisational requirements
- P3 correctly undertake any routine maintenance checks, according to your role and responsibilities
- P4 have sufficient fuel for the planned journey
- P5 load and stow tools and equipment safely and correctly
- P6 maintain all required records in accordance with organisational procedures

Ensure the security of the vehicle

You must be able to:

- P7 verify that the vehicle and associated equipment is appropriate for the purpose for which it will be used
- P8 assess the likely security risks
- P9 check all areas of the vehicle and its contents, in line with identified risks and organisational procedures, before and after use
- P10 follow organisational procedures to deal with suspected faults or omissions
- P11 complete and transfer required documentation in accordance with organisational procedures

Drive the vehicle to and from custodial and other environments

You must be able to:

- P12 plan and verify the best route to the destination, taking account of the time of day, planned breaks and other circumstances, in accordance with organisational procedures
- P13 load and secure the vehicle, its contents and its occupants in accordance with organisational procedures
- P14 follow the planned route showing consideration for passengers and other road users
- P15 advise others of and verify any unscheduled breaks or route changes in accordance with organisational procedures
- P16 drive the vehicle correctly safely and within the law, responding correctly to actual or potential road hazards
- P17 park the vehicle safely and legally, and make sure it is secure when you leave it

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Knowledge and understanding

You need to know and understand:

- K1 the vehicle safety requirements that are the responsibility of the driver under the law, and according to your organisation's procedures
- K2 vehicle and equipment maintenance matters that you must report to others
- K3 routine maintenance checks for which you are responsible
- K4 the range of equipment fitted to the vehicle, and how to check this equipment
- K5 the functions and location of emergency and security alarms fitted to the vehicle
- K6 organisational procedures for loading and securing individuals in transit
- K7 the correct use of communications equipment
- K8 how to estimate distances and fuel requirements
- K9 how to stow tools and equipment safely
- K10 how to load and secure items in transit
- K11 how to assess security risks and check the vehicle before and after use
- K12 likely hiding places for unauthorised items in custodial vehicles
- K13 how to identify and deal with unauthorised items and individuals
- K14 the correct procedures for preserving evidence
- K15 how to plan your route, read maps and navigate
- K16 maintaining communications with others and contingency arrangements if contact is lost
- K17 how to select alternative routes to take account of traffic and weather conditions
- K18 the vehicle and other records that need to be kept up-to-date, and how to do so
- K19 the Highway Code as it applies to drivers of relevant vehicles
- K20 how to drive the vehicle in a way that is fuel efficient and minimises damage and wear, and why this is necessary
- K21 the importance of showing consideration for passengers and other road users
- K22 the main warning signs that the vehicle is not operating correctly, and what to do when you identify these
- K23 what your responsibilities are in the event of an accident and other types of emergencies
- K24 your responsibilities for the vehicle when you have finished using it
- K25 how to take prompt control and correct action in the event of incidents and emergencies

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