SFJFF2
Contribute to the control of incidents

Overview

This standard is about assessing and dealing with incidents involving individuals and groups.

Incidents may present risks to security and safety of individuals, colleagues and the public.

The standard also covers post-incident procedures such as managing evidence, providing reports and helping to evaluate incidents.

There are two elements

1 Identify and assess incidents
2 Carry out procedures following incidents

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Performance criteria

Identify and assess incidents

You must be able to:

P1 identify incidents' locations in accordance with your organisation's procedures

P2 obtain all available intelligence about incidents

P3 assess levels of risk involved in accordance with your organisation's procedures

P4 take action appropriate to the levels of risk in accordance with your organisation's procedures

P5 communicate with individuals involved in incidents in accordance with your organisation's procedures

P6 support your team to identify the strengths and weaknesses of procedures used to control incidents

P7 report individuals' involvement in incidents in accordance with your organisation's procedures

P8 account for relevant people in custody in a designated area in accordance with your organisation's procedures, and:

    P8.1   complete a roll check and head count

P9 report situations to relevant people in accordance with your organisation's procedures

P10 hand over control to relevant people in accordance with your organisation's procedures

Carry out procedures following incidents

You must be able to:

P11 check that your information about incidents is complete in accordance with your organisation's procedures

P12 preserve evidence relating to incidents in accordance with your organisation's procedures

P13 complete all required records in accordance with your organisation's procedures

P14 support your team to identify key factors that contributed to incidents

P15 maintain confidentiality throughout incidents in accordance with your organisation's procedures

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Knowledge and understanding

You need to know and understand:

K1   the types of incidents that may occur

K2   organisational procedures to follow when making initial responses

K3   how to identify when incidents are happening and about to happen

K4   the importance of obtaining all information about incidents and how to do so

K5   levels and types of risks regarding incidents and how to assess these

K6   the agreed procedures for dealing with different types and levels of risk

K7   the importance of communicating when responding to incidents

K8   how to judge when situations may be about to escalate and the actions you can take to limit this

K9   the importance of identifying individuals involved in incidents

K10   organisational procedures for reporting incidents at an early stage

K11   the agreed procedures for controlling a range of incidents and the command structures that will be used

K12   the importance of effective team work in emergency situations

K13   the command systems and your role and responsibilities as first on scene in controlling incidents

K14   roles that other staff will play in controlling incidents

K15   use of force and the importance of using reasonable force in incidents

K16   agreed contingency plans for a range of incidents and your role in these

K17   the importance of controlling scenes to preserve evidence

K18   the importance of ensuring that your information regarding incidents is complete

K19   correct procedures for dealing with evidence

K20   how to make written and oral reports about incidents to relevant people

K21   the importance of evaluating incidents and improving future procedures

K22   when and where confidentiality is necessary

Additional Information

Glossary

Relevant people refers to individuals, others relevant or significant to individuals, staff in your own agency or staff from other agencies.

Organisational procedures can include prison service instructions, NOMS policies, legislative policies and any other policies and procedures used across custodial care in the UK.

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