## 7796 Formative assessments

Formative assessment 1: SO1 – 5 practical individual activity

1. Look up the following emergency numbers in the telephone directory:

* Fire department
* Ambulance
* Police

1. When would you call the police?
2. When would you call the Fire Department?
3. When would you call an ambulance?
4. In your own words, describe what the role of the police is in ensuring the safety of the community.
5. What role do private security companies play in ensuring the safety of the community?
6. Why should an evacuation procedure be strictly adhered to?
7. Describe a good access control system.
8. Describe the process of crime prevention
9. Describe the investigation process after a crime has been perpetrated.
10. With which organisation must all private security officers be registered?
11. Why must they be registered with this organisation?
12. List the general points when confronted by a violent situation.
13. Who is responsible for your safety when you are at home?
14. Why should customers not have access to areas other than those demarcated for customers?
15. Why are all employees not allowed access to all areas of the workplace?
16. The facilitator is going to divide the class into groups for evacuation procedures. One person in the group will be the group leader. The group leader will discuss the evacuation procedure with everyone. Note the names of the other people in your group. Ensure that you practice the evacuation route as there will be a fire drill as part of the assessment.

Formative assessment 2 SO6-9: practical individual activity

1. What can you take note of regarding a criminal’s clothes?
2. List the personal features that you can take note of
3. Mention is also made of weapons, tools and equipment and motor vehicles. What can you pay attention to regarding these items, when a crime is committed?
4. Without talking to anyone, describe the lady at the reception desk of the college:

* What is she wearing?
* How tall is she?
* Does she have any distinguishing features?
* How old do you think she is?
* What does her voice sound like? Can you determine whether her mother tongue is Zulu or Xhosa or Sotho, English or Afrikaans or any other language?

1. List the basic rules to follow in the case of a violent situation
2. Two or three of the students will be requested to read their description of the receptionist. Make a note of the differences in their descriptions and your own. Now explain why you should not talk to anyone until you have given your statement to the appropriate official, when a crime has taken place.
3. List the accepted procedure to follow in the event of a suspicious item being found
4. Why should nobody touch the item?
5. Describe the general guidelines regarding the securing of storage areas
6. Describe the demarcation of customer and staff areas in a bank.
7. Why do you think it will be necessary to adapt your work performance when you go and work in a different province or country?

Formative assessment 3: Individual questionnaire

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| **Describe national/ provincial/ company procedures to maintain a secure working environment.** | |
| 1. What is the role of the police in crime prevention? | 3 |
| 1. What is the role of private security companies in crime prevention? | 2 |
| **Explain how to maintain a high level of security for staff and customers** | |
| 1. Describe a good access control system | 5 |
| 1. Describe the process of crime prevention | 3 |
| **Describe security procedures to avoid and/or handle violent situations** | |
| 1. With which organisation must all private security officers be registered? | 1 |
| 1. List the general points when confronted by a violent situation | 6 |
| **Explain the importance of securing unauthorised areas from customer access** | |
| 1. Why should customers not have access to areas other than those demarcated for customers? | 1 |
| **Given a violent situation, identify the perpetrators.** | |
| List at least two things you could look for regarding the perpetrator’s clothes | 2 |
| List at least four things you should take note of regarding the perpetrator’s personal appearance**.** | 4 |
| **Report suspicious items following the correct procedure** | |
| List the procedure to follow in the case of an abandoned parcel | 10 |
| **Secure storage areas against unauthorised access and give reasons for doing this** | |
| Describe the general guidelines regarding the securing of storage areas | 4 |
| **Demarcate customer and staff areas separately and secure against unauthorised access.** | |
| Describe the demarcation of customer and staff areas in a supermarket. | 2 |
| **Total** | **43** |