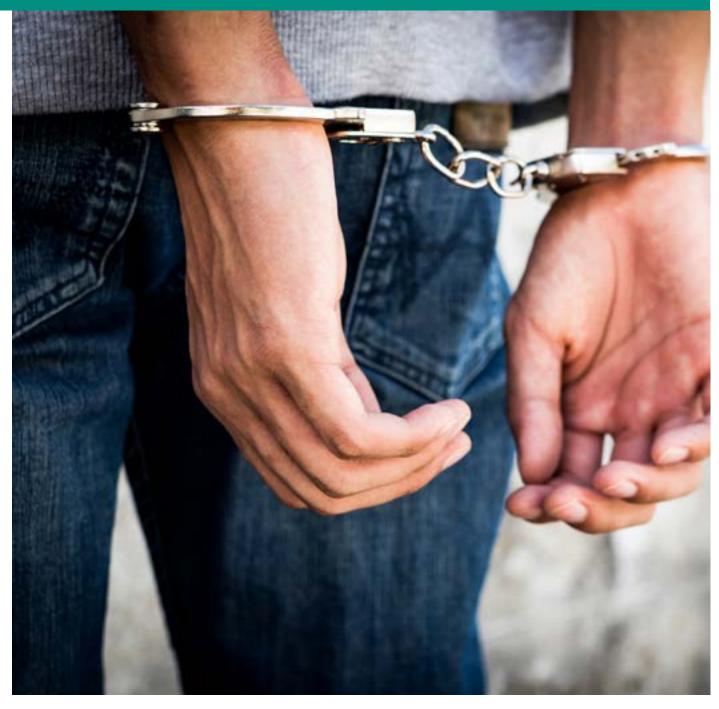


# Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing)





# **Laser Learning Awards**

We specialise in developing, accrediting and quality assuring courses and qualifications across all levels of vocational education and training. Our flexible products, services and training solutions are designed to meet the unique needs of learners and training providers and are backed up by exceptional customer service and support.

We offer Ofqual regulated qualifications and unregulated (bespoke) qualifications and provision in a wide range of sectors and at a range of levels, flexible to meet the needs of learners, which can be delivered by a range of training providers both nationally and internationally. Our training providers include FE colleges, private training centres, schools, sixth form colleges, third sector organisations, and offender learning institutions, amongst others.

#### LASER makes sure:

- quality assurance underpins all provision.
- only centres that meet national standards are approved (for course and qualification delivery and quality assurance).

#### LASER staff:

- have a wide experience of centre, course and qualification approval.
- support centres to make sure awards are valid and valued.

### **Contact us**

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- 01932 569894

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# **Summary of Changes**

| VERSION | PUBLICATION DATE | SUMMARY OF CHANGES |
|---------|------------------|--------------------|
| V1      | March 2025       |                    |

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## **Qualification Overview**

#### **OFQUAL QUALIFICATION NUMBERS**

610/5430/6 LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing)

Laser Learning Awards is an awarding organisation regulated by Ofqual, the regulator of qualifications, examinations and assessments in England.

# PURPOSE AND AIM OF QUALIFICATIONS

The aim of the qualification is to provide learners with the safe, lawful, and effective use of mechanical restraints. It covers the legal framework, good practice guidelines, practical techniques, and post-incident considerations.

This one-unit qualification will provide learners with the knowledge and skills essential to using handcuffs:

- Understanding different types of mechanical restraints
- Understanding legal requirements
- Understating safe working processes
- Understanding the importance of reporting post incident considerations
- Carry out practical techniques using mechanical restraints

# ENTRY REQUIREMENTS

Learners must be aged 18 years and older. They must have experience or training in physical intervention or related fields (e.g., security, military, or police roles) and possess a basic understanding of English.

# RULES OF COMBINATION

To achieve the **LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing)** the learner must achieve the mandatory unit, totalling 1 credit.

# ASSESSMENT

**UNITS** 

Please follow the link to the units list.

The qualification is achieved by providing evidence covering the learning outcomes and assessment criteria of the unit. There is no external assessment: evidence is assessed and quality assured by the provider and verified externally by LASER.

Each assessment criteria must be evidenced to have been met in order for a learner to achieve the unit. For more details, please see <u>Section 3.2</u>.

#### **PRICE**

For LASER's price list, please click here,

#### DATES

Operational Start Date: 1st April 2025

#### DAILS

Qualification Review Date: 31st March 2028

#### TO DELIVER

Centres must meet LASER's requirements for centre recognition and qualification approval. **Click here** for details of how to become an approved centre. Requirements include those around teaching and learning resources, staffing, course and venues, record keeping, delivery, assessment, and quality assurance.

assulance.

Once approved, centres can download the necessary forms from the **Quartz Web Portal**. This resource includes a range of information and guidance as well as providing access to secure web-based functions, designed to make the administration and assessment of qualifications simple and efficient.



### 1. About the Qualification

The LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing) has been designed to provide learners with the knowledge and skills required by security professionals to apply handcuffs safely to individuals. This qualification is regulated by Ofqual and sits on the Regulated Qualifications Framework (RQF). The LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing) consists of one mandatory unit, with a credit value of 1 and a recommended Total Qualification Time of 12 hours, including a Guided Learning Hours (GLH) value of 7 hours.

A one-page Qualification Summary outlining the qualification is provided in the **Qualification Overview**.

To offer this qualification, a centre must be approved by LASER. For further information about becoming an approved centre or working in partnership with an approved centre please visit **our website**.

Existing approved centres must be approved to deliver this qualification. Please contact **quality@laser- awards.org.uk** for further information. Full details of all LASER requirements are provided in the LASER centre handbook which is also available via our **Quartz Web Portal**.

# 2. Offering the Qualification

#### 2.1 AIMS AND OBJECTIVES

The aim of the qualification is to provide learners with the knowledge and skills required by those working within the security industry and prepares individuals for the safe and lawful use of mechanical restraints.

#### **2.2 TARGET GROUP**

The target audience are security professionals, civil enforcement staff, and individuals holding Security Industry Authority (SIA) licenses or similar qualifications.

#### **2.3 ENTRY REQUIREMENTS**

The qualification is approved for learners aged 18 and over. They should have experience or training in physical intervention or related fields (e.g., security, military, prison or police roles) and must be able to communicate in English for effective participation.

#### **2.4 ID REQUIREMENTS**

Centres offering this qualification must confirm the identity of all candidates prior to the completion of documentation and the undertaking of assessments. This is an essential part of the quality assurance process. The candidate's name and identity must match that of the legal documents presented by the learner, which must include a photograph. Records of ID checks must be kept and made available to LASER on request.

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#### 2.5 CENTRE REQUIREMENTS

Training and assessment must be undertaken in a suitable environment. Centres must have the following in place:

- **Facilities:** Training must take place in a safe environment with appropriate flooring and equipment.
- **Risk Management:** Centres must ensure first aid availability and complete risk assessments for venues.
- Insurance: Centres should have adequate insurance coverage for physical activities.

#### 2.6 ACHIEVING THE QUALIFICATION

LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing)

Qualification Number: 610/5430/6

To achieve the LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing) Learners must achieve the mandatory unit.

To view the full unit details please see the Unit tab on our website.

Each assessment criteria must be evidenced to have been met in order for a learner to achieve a unit. For more detail, please see <u>Section 3.2</u>.

#### 2.7 TOTAL QUALIFICATION TIME AND GUIDED LEARNING HOURS

| QUALIFICATION TITLE  | CREDIT | GUIDED LEARNING | TOTAL QUALIFICATION |
|--|--------|-----------------|---------------------|
|  | VALUE  | HOURS (GLH)     | TIME* (TQT)         |
| Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing) | 1      | 7               | 12                  |

<sup>\*</sup> Total Qualification Time represents an estimate of the total amount of time that a learner could reasonably expect to devote to successfully achieving the qualification. Total Qualification Time (TQT) is made up of Guided Learning hours (GLH) and Additional Hours (AH).

Values for Total Qualification Time (TQT), including guided learning, are calculated by considering the different activities that learners would typically complete to achieve and demonstrate the learning outcomes of a qualification. They do not include activities which are required by a learner's teacher based on the requirements of an individual learner and/or cohort. Individual learners' requirements and individual teaching styles mean there will be variation in the actual time taken to complete a qualification. Values for total qualification time, including guided learning, are estimates.

Some examples of activities which can contribute to Total Qualification Time include:

- Independent and unsupervised research/learning
- Unsupervised compilation of a portfolio of work experience
- Unsupervised e-learning



- Unsupervised e-assessment
- Unsupervised coursework
- Watching a pre-recorded podcast or webinar
- Unsupervised work-based learning
- All Guided Learning.

Some examples of activities which can contribute to Guided Learning include:

- Classroom-based learning supervised by a Teacher
- Work-based learning supervised by a Teacher
- Live webinar or telephone tutorial with a Teacher in real time
- E-learning supervised by a Teacher in real time
- All forms of assessment which take place under the Immediate Guidance or Supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.

#### 2.8 LANGUAGE REQUIREMENTS

This qualification is only available in English.

#### 2.9 PROGRESSION OPPORTUNITIES

Learners can progress to higher level qualifications such as a **Level 3 Physical Intervention** or advanced certifications in the security industry.

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# 3. How the Qualification will be Assessed

#### **3.1 OVERVIEW**

The qualifications are assessed by the centre and are subject to LASER's requirements for quality assurance. Once approved, centres will have access to documents designed to make the assessment and internal quality assurance of our qualifications simple and efficient.

#### **3.2 ASSESSMENT DESIGN**

This qualification is assessed through the development of a portfolio of evidence. The portfolio should comprise a series of tasks devised by the centre, mapped to the assessment criteria. Centres should carefully study the assessment requirements of the individual units and detailed assessment guidance is provided.

It is recommended that centres that are unfamiliar with setting and delivering internal assessments have their assessments (tasks) externally quality assured by LASER prior to implementation. For centres experienced in



internal assessments, it is recommended that assessments (tasks) are internally verified to ensure that they meet the required standards before they are implemented.

LASER's Assessment Definitions are available to approved centres on the Quartz Web Portal.

Satisfactory completion of the tasks and compilation of the portfolio will provide evidence that the learner has met the requirements of the qualification.

The centre must assess the learner in terms of whether they have met the unit's assessment criteria paying due regard to the assessment guidance provided. All the unit assessment criteria in a unit must be met (and evidenced) before a unit can be deemed achieved. Level Descriptors are provided in **Appendix 1**.

To view the units and assessment criteria, please see the Unit tab on our website.

Assessment must be valid, reliable and sufficient to meet the outcome, and allow transparent authenticity: this means it must be apparent that evidence produced by a learner is the work of the individual learner, even if they have worked in a group.

Assessed work must be internally quality assured (See Section 7).

#### 3.3 RECORD KEEPING

LASER recommends using a Tutor Assessment Planning Sheet as this helps to set out the various tasks, their assessment methods and the evidence needed to be produced, in a simple plan that can be shown to the internal quality assurer and LASER Quality and Curriculum Reviewer. It also allows the assessor to set out the options where more than one assessment method could be used for any one task: this information can then be transferred as required to the Individual Learner Record for each learner, allowing for some different methods to be used for individual learners, if individualised learning is appropriate. These planning sheets can be customised as centres prefer, as long as all essential information is included.

All assessment methods must be suitably evidenced, and templates for assessors' use are all available in the Document and Forms section of the **Quartz Web Portal**. Note particularly the use of a Tutor/Assessor Observation Statement, to be used in conjunction with a list of questions or discussion prompts, or sample recordings, when the methods 'group discussion' or 'oral question and answer' are used.

It is acceptable for the evidence to be held in a mixture of places, for example in a learner file and/or tutor file or on an LMS using a specific learner programme. If this is the case, it must be clear for each learner precisely where the information is held, by using one record sheet such as the Individual Learner Record, and that the evidence is complete. Electronic evidence must be available to LASER Quality and Curriculum Reviewers when requested.

Also available is a specially created Evidence Log for centres to record how and when each learner has achieved each unit assessment criteria. This has been pre-populated with unit information for ease of use by the centre. It includes room for tutor feedback and learner comments, making it ideal for inclusion in learner portfolios.

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<sup>&</sup>lt;sup>1</sup> Once approved as a Laser Centre simply log on to the **Quartz Web Portal** 



# 4. Grading

This qualification is graded pass/fail. To achieve the qualification, learners must meet the qualification's Rules of Combination and must successfully pass the required unit.

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# 5. Arrangements for Learners who Require Reasonable Adjustments

For information on reasonable adjustments please refer to the LASER policy document 'Access to Fair Assessment'. This gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty without compromising the achievement of the assessment criteria.

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# 6. Tutor/Assessor/Internal Quality Assurer Requirements

LASER recommends tutors, assessors, and internal quality assurers have experience in these roles and either have or be working towards a relevant teaching/assessing/quality assurance qualification. Tutors and assessors delivering the LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing) should also have experience in using or have received training in using mechanical restraints and have a clear and complete understanding of the subject matter.

Tutors delivering this qualification must have the following:

- A Level 3 qualification in Education and Training or equivalent
- A recognised mechanical restraint qualification or course.

The following experience is desired:

Professional experience in roles requiring the use of mechanical restraints (e.g., police, military, security, prison service or similar).

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# 7. Quality Assurance of the Qualification

Approved centres must implement the internal quality assurance arrangements detailed in the **LASER Centre Handbook**. To access this simply log on to the **Quartz Web Portal**. The LASER Quality and Curriculum Reviewer will regularly monitor compliance with these requirements. The LASER Quality and Curriculum Reviewer will report on the progress of any agreed actions for quality improvement.

In brief, centres delivering LASER qualifications must have internal quality assurance systems to underpin the delivery of the qualification. Internal quality assurance is the process by which the centre regularly samples and evaluates its assessment practices and decisions, and acts on the findings, to ensure consistency and fairness. It involves two key processes: verification and standardisation and is done by one or more internal quality assurers.

Systems do vary between centres according to their particular situation, for example practices that work in a large centre are not necessarily effective in a smaller one. However, there must be:

- an appropriate quality assurance system in place, and
- evidence the system is implemented effectively.

The outcome of the internal quality assurance process is the Recommendation for the Award of Credit to learners (RAC). There are two ways credit can be awarded to learners: by a LASER Quality and Curriculum Reviewer, or by Direct Claims Status.

#### 7.1 DIRECT CLAIMS STATUS (DCS)

Direct Claims Status (DCS) can be awarded when a centre has one or more Approved Internal Quality Assurers (AIQA) for the appropriate sector or course(s). These centres can claim the award of credit directly from LASER. An application for **Direct Claims Status** must be made by the individual holding AIQA status and must show evidence of good verification practice at the centre for which the application is made. When an AIQA leaves an organisation, DCS does not automatically transfer to any new centre. An application must be made in conjunction with the new centre.

AIQA and DCS status is monitored by LASER's Quality and Curriculum Reviewer and can be withdrawn by LASER at any time if quality systems are not effective.

#### 7.2 STANDARDISATION

LASER holds standardisation events to make sure there is consistent application of assessment. Centres are required to contribute to LASER's programme of standardisation and also to carry out appropriate internal standardisation.

Standardisation events make sure comparable standards are being achieved year on year, and there is a consistency of delivery and assessment across centres. Quality and Curriculum Reviewers will liaise with centres to have samples of learners' work submitted and used for standardisation events. Centres are required to retain records of the assessment and internal quality assurance processes to contribute to standardisation events.



Standardisation activities also include opportunities for networking and sharing of resources, together with regular information about new or replacement units. Centres are recommended to attend these annual meetings, in addition to centre visits by Quality and Curriculum Reviewers.

#### 7.3 RETAINING EVIDENCE

For all qualifications, centres must retain complete and accurate records of assessment and IQA for at least three years from the end of the academic year to which they relate. These records must be made available to LASER and/or Ofqual on request.

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# **Appendix 1: Ofqual Level Descriptors – Level 3**

| LEVEL   | KNOWLEDGE DESCRIPTOR (THE HOLDER)  | SKILLS DESCRIPTOR (THE HOLDER CAN)   |
|---------|--|--|
| Level 3 | Has factual, procedural and theoretical knowledge and understanding of a subject or field of work to complete tasks and address problems that while well-defined, may be complex and non-routine.  Can interpret and evaluate relevant information and ideas. Is aware of the nature of the area of study or work. | entify, select and use appropriate cognitive and practical cills, methods and procedures to address problems that hile well- defined, may be complex and non-routine. See appropriate investigation to inform actions. |
|         | Is aware of different perspectives or approaches within the area of study or work.   |  |

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## **Appendix 2: Unit List**

Please click below for the unit content:

LASER Level 3 Award in Safe Use of Mechanical Restraints (Handcuffing)

OFQUAL CODE: 610/5430/6



As well as consulting this document, providers must also check LASER's essential information regarding the availability of all LASER's qualifications and units, including withdrawal notifications. LASER's 'Qualification and Unit Announcements' are available on our website.

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