



BSc Risk and Security Management (DL)

Programme Specification

Primary Purpose

Course management and quality assurance.

Secondary Purpose

Detailed information for students, staff and employers. Current students should refer to the related Course Handbook for further detail.

Disclaimer

The University of Portsmouth has checked the information given in this Programme Specification. We will endeavour to deliver the course in keeping with this Programme Specification; however, changes may sometimes be required arising from annual monitoring, student feedback, review and update of units and courses. Where this activity leads to significant changes to units and courses, there will be prior consultation of students and others, wherever possible, and the University will take all reasonable steps to minimize disruption to students. It is also possible that the University may not be able to offer a unit or course for reasons outside of its control, for example; the absence of a member of staff or low student registration numbers. Where this is the case, the University will endeavour to inform applicants and students as soon as possible. Where appropriate, the University will facilitate the transfer of affected students to another suitable course.

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Course Details

1. Named Awards

BSc Risk and Security Management

2. Course Code (and UCAS Code if applicable)

C1565P

To view units and course structures please visit www.port.ac.uk/unitwebsearch and enter the 'C' code above to find the correct course.

3. Awarding Body

University of Portsmouth

4. Teaching Institution

University of Portsmouth

5. Accrediting Body

N/A

6. QAA Benchmark Groups

Criminology

7. Document Control Information

August 2017

8. Effective Session

2017-18

9. Author

Dr Alison Wakefield

10. Faculty

Humanities and Social Sciences

11. Department

Institute of Criminal Justice Studies

Curriculum

12. Educational Aims

- To provide a challenging and stimulating study environment
- To provide a framework allowing students to follow a coherent programme of study
- To enable students to study a multi-disciplinary subject and develop specialist interests and knowledge in legal, social, risk and security studies

- To provide an opportunity for students to create and understand links between the disciplines making up the field of risk and security management
- To provide students with the opportunity to develop key skills
- To provide students with the necessary skills for lifelong learning and flexibility in the context of changing labour markets
- To provide students with the skills and knowledge that enable them to enhance their career opportunities
- To foster knowledge of risk and security management in a multi-disciplinary context and critical engagement with its subject areas
- To enable students to begin to develop a more reflective and critical approach to their working environment
- To facilitate students understanding of and competence in a range of qualitative and quantitative research skills for exploring risk and security management
- To provide the opportunity to develop and pursue specialist knowledge and interests related to risk and security management
- To enable students to receive Accredited Prior Learning for relevant professional qualifications
- To provide students with the opportunity to achieve the recognised professional qualifications of the Security Institute through completion of Level 4
- To foster links and a greater understanding of the role and cultures of staff from other security, policing and criminal justice organisations

13. Reference Points

- University of Portsmouth Curricula Framework Document 2012
- The scholarship and research expertise of academic members of staff
- QAA Code of Practice for the Assurance of Academic Quality and Standards in Higher Education
- Framework for Higher Education Qualifications (FHEQ)
- National Qualifications Framework
- Subject Benchmark Statement (SBS) in Criminology
- Consignia Security Community and various security organisations.

14. General Learning Outcomes

Level 4

Certificates of Higher Education are awarded to students who have demonstrated:

- knowledge of the underlying concepts and principles associated with their area(s) of study, and an ability to evaluate and interpret these within the context of that area of study
- an ability to present, evaluate and interpret qualitative and quantitative data, in order to develop lines of argument and make sound judgements in accordance with basic theories and concepts of their subject(s) of study

Typically, holders of the qualification will be able to:

- evaluate the appropriateness of different approaches to solving problems related to their area(s) of study and/or work
- communicate the results of their study/work accurately and reliably, and with structured and coherent arguments
- undertake further training and develop new skills within a structured and managed environment

And holders will have:

- the qualities and transferable skills necessary for employment requiring the exercise of some personal responsibility

Level 5

Diplomas in Higher Education are awarded to students who have demonstrated:

- knowledge and critical understanding of the well-established principles of their area(s) of study, and of the way in which those principles have developed
- ability to apply underlying concepts and principles outside the context in which they were first studied, including, where appropriate, the application of those principles in an employment context
- knowledge of the main methods of enquiry in the subject(s) relevant to the named award, and ability to evaluate critically the appropriateness of different approaches to solving problems in the field of study
- an understanding of the limits of their knowledge, and how this influences analyses and interpretations based on that knowledge

Typically, holders of the qualification will be able to:

- use a range of established techniques to initiate and undertake critical analysis of information, and to propose solutions to problems arising from that analysis
- effectively communicate information, arguments and analysis in a variety of forms to specialist and non-specialist audiences, and deploy key techniques of the discipline effectively
- undertake further training, develop existing skills and acquire new competences that will enable them to assume significant responsibility within organisations

And holders will have:

- the qualities and transferable skills necessary for employment requiring the exercise of personal responsibility and decision-making

Level 6

Bachelor's degrees with honours are awarded to students who have demonstrated:

- a systematic understanding of key aspects of their field of study, including acquisition of coherent and detailed knowledge, at least some of which is at, or informed by, the forefront of defined aspects of a discipline
- an ability to deploy accurately established techniques of analysis and enquiry within a discipline
- conceptual understanding that enables the student:
 - to devise and sustain arguments, and/or to solve problems, using ideas and techniques, some of which are at the forefront of a discipline
 - to describe and comment upon particular aspects of current research, or equivalent advanced scholarship, in the discipline
- an appreciation of the uncertainty, ambiguity and limits of knowledge
- the ability to manage their own learning, and to make use of scholarly reviews and primary sources (for example, refereed research articles and/or original materials appropriate to the discipline)

Typically, holders of the qualification will be able to:

- apply the methods and techniques that they have learned to review, consolidate, extend and apply their knowledge and understanding, and to initiate and carry out projects
- critically evaluate arguments, assumptions, abstract concepts and data (that may be incomplete), to make judgements, and to frame appropriate questions to achieve a solution - or identify a range of solutions - to a problem
- communicate information, ideas, problems and solutions to both specialist and non-specialist audiences

And holders will have:

- the qualities and transferable skills necessary for employment requiring:
 - the exercise of initiative and personal responsibility
 - decision-making in complex and unpredictable contexts

- the learning ability needed to undertake appropriate further training of a professional or equivalent nature

15. Learning Outcomes

A. Knowledge and Understanding of:

- A.1 Key concepts and theoretical approaches that have developed and are developing risk and security management and the wider social sciences.
- A.2 The changing nature of risk and security management.
- A.3 The development of risk and security management strategies.
- A.4 Methodologies and techniques relevant to risk and security management.
- A.5 Social research methods.
- A.6 Academic rules and conventions with regard to preparing and producing essays of university standard.

B. Cognitive (Intellectual or Thinking) Skills, able to:

- B.1 Use techniques appropriate to risk and security management
- B.2 Identify and define complex problems without guidance and apply appropriate knowledge and skills to their solution.
- B.3 Review and evaluate evidence to support conclusions and recommendations.
- B.4 Understand, integrate and apply different theoretical positions relevant to risk and security management to problems in the production of essay and project work.
- B.5 Demonstrate how risk, security, criminological and criminal justice research can inform the practice and development of risk and security professionals
- B.6 Use evidence-based reasoning to reflect on practical, theoretical and ethical issues involved in risk and security management
- B.7 Gather, retrieve and synthesise different sources of information to develop reasoned arguments.

C. Practical (Professional or Subject) Skills, able to:

- C.1 Operate in complex and unpredictable contexts requiring the selection of appropriate risk and security management strategies to address a range of problems.
- C.2 Act autonomously with minimal supervision or direction, within agreed guidelines.)
- C.3 Plan, initiate, undertake and report research in the field of risk and security management identifying the most appropriate methodologies to achieve the research objectives
- C.4 Identify ethical issues in conducting social and legal research.
- C.5 Demonstrate awareness of contemporary issues relating to risk and security management and how they may impact upon the role of the risk and security management professional.
- C.6 Articulate the relationship between risk and security management theory and practice.
- C.7 Critically evaluate the risk and security management policies of an organisation.
- C.8 Undertake and present scholarly work.

D. Transferable (Graduate and Employability) Skills, able to:

- D.1 Read and synthesize information from two extended documents about a complex subject
- D.2 Write different types of documents about complex subjects
- D.3 Plan and use different sources to search for and select information required for two different purposes
- D.4 Undertake and present scholarly work
- D.5 Identify ethical issues arising from research and address them appropriately
- D.6 Be familiar with academic rules and conventions with regard to referencing

16. Learning and Teaching Strategies and Methods

A1-A10 are delivered by online learning materials (in Moodle), supported by telephone and e-mail tutor support via Moodle, a support information pack, together with optional attendance at an annual Study School.

B1-B7 are delivered by online learning materials (in Moodle), supported by telephone and e-mail tutor support, a study support information pack, together with optional attendance at annual Study School.

C1-C8 are delivered by online learning materials (in Moodle), supported by telephone and e-mail tutor support, a study support information pack, together with optional attendance at an annual Study School.

D1-D5 are delivered by online learning materials (in Moodle), supported by telephone and e-mail tutor support, a study support information pack, together with optional attendance at an annual Study School.

17. Assessment Strategy

A1-A10 are assessed through essays, reports and a research dissertation.

B1-B7 are assessed through essays, reports and a research dissertation.

C1-C8 are assessed through essays, reports and a research dissertation.

D1-D5 are assessed through essays, reports and a research dissertation.

18. Course Structure, Progression and Award Requirements

See [Unit Web Search](#)¹ for full details on the course structure and units

- The programme is delivered through specially produced distance learning materials with embedded formative elements.
- One credit is equivalent to 10 notional learning hours.
- The programme operates on a part-time basis, at a pace to suit students' own domestic and work situations.
- Each level comprises a minimum of 120 credits, with 360 credits required for BSc (Hons).
- Students can study a minimum of 80 credits and a maximum of 80 credits per year. The course length for 80 credits per year is four and a half years. The maximum registration period is twice the course length.
- Units are 20 or 40 credits.
- Students who have successfully completed the FdA in Police Studies or the FdA in Investigation and Evidence complete a 40 credit dissertation
- Employability and career development of students is also enhanced through the formal and informal links that ICJS maintains with a range of employers in the criminal justice sector and through the opportunity for networking with other students in the sector.

19. Employability Statement

Many students/candidates are employed before they are accepted on to the Risk and Security Management degree. These students/candidates predominantly come from the private security sector, police or military. Some students have already undertaken a previous training programme such as the level 5 Diploma in Security Management provided by the Security Institute or the Accredited Security Management Specialist (ASMS) qualification within the National Health Service. These students are eligible for level 4 credit exemptions.

Employability is addressed in the ICJS curricula primarily through careers and research management units (on full time undergraduate programmes) and work based learning units and assessments (on distance learning, foundation and community justice programmes). Distance learning qualifications may lead to promotion or career enhancement for those already within employment.

ICJS has a range of links with local and national employers within the criminal justice sector which enhance our teaching, research and knowledge transfer activities. Our curriculum is also informed

¹ www.port.ac.uk/unitwebsearch

by the contributions of former criminal justice practitioners on our academic staff. Personal Development Planning is made available to all students through the personal tutor system.

This course has been developed in conjunction with the private security sector and it aims to equip security professionals and those working in occupations with a significant security role, the ability to understand and apply relevant approaches, techniques and processes from both general management and their own specialist management field. It is designed

to meet the requirements of an expanding security industry, and also to meet the needs of those working in the industry whose roles are becoming increasingly complex. This qualification will give the individual the skills required to enhance their professional capabilities, and will also help to prove these skills to future employers.

Course Management

20. Support for Student Learning

- The Course is managed by a Course Leader.
- Extensive induction programme introduces the student to the University and their course.
- Each student is provided with a personal tutor, responsible for pastoral support and guidance.
- University support services include: careers, financial advice, housing, counselling etc.
- A dedicated Student Services Centre.
- Excellent library facilities, including electronic resources (e.g. e-books and e-journals).
- The University of Portsmouth has consistently been awarded an excellent rating for student support and guidance in a number of Quality Assurance Agency inspections.
- Student course and unit handbooks provide information about the course structure and University Regulations etc.
- Each student is provided with an interactive study pack with embedded formative elements and including recommendations for additional study and student support information.
- The online delivery of learning materials is supported by a system of telephone and e-mail tutor support.
- Written feedback is provided for all assessments.
- Additional telephone tutor support is offered to any student who obtains a mark of 40% or less in any assessment.
- Students are encouraged to make use of their local library facilities through the SCONUL scheme.
- Annual study schools offer students opportunities for lectures, group discussions, workshops and study skills support.
- Each student is offered interactive support and access to electronic resources through Moodle sites.

21. Admissions Criteria

A. Academic Admissions Criteria

- The only requirement for all individuals will be academic judgement that the student will benefit from the programme and successfully complete it.
- This may be evidenced by one A2 level, vocational A level, NVQ Level 3, professional qualifications or experience, or equivalent.
- Students who have obtained the CertHE in Counter Fraud and Criminal Justice Studies or other suitable CertHE in the past 5 years may join the course at Level 5.
- Direct entry to Level 6 is possible for those who have gained the FdA in Police Studies or the FdA in Investigation and Evidence within the last 5 years.
- We recognise experience-based learning through RPL: <http://www.port.ac.uk/institute-of-criminal-justice-studies/courses/recognition-of-prior-learning/>

- We recognise the Accredited Security Management Specialist (ASMS) qualification delivered by the National Health Service to the value of 40 level 4 credits.
- We recognise the level 5 Diploma delivered by the Security Institute to the value of 80 level 4 credits.
- We recognise via RPL certain courses delivered by the Emergency Planning College towards the units Introduction to Risk Management and Risk, Crisis and Disaster Management. Please contact us or the EPC for further details.

English Language Criteria

For those applicants where English is not their first language, IELTS 6.0 with no component below 5.5 or equivalent. A formal exemption process is in place at Admissions stage for relevant cases.

B. Disability

The University makes no distinction in its admissions policy with regard to disability and will endeavour to make all reasonable adjustments in order to make it possible for students to study at Portsmouth on a course of their choice.

22. Evaluation and Enhancement of Standards and Quality in Learning and Teaching

A. Mechanisms for Review and Evaluation

- Course Leader's Annual Standards and Quality Evaluative Review.
- Head of Department's Annual Standards and Quality Evaluative Review.
- Unit and Course Level student feedback considered at Board of Studies.
- Unit Assessment Board consideration of student performance for each programme.
- Annual Standards and Quality Reports to Board of Studies, including consideration of Subject and Award External Examiner Reports.
- Periodic Programme Review.
- Student Representatives and Student/Staff Consultative Committees.
- National Student Survey.
- Staff Performance and Development Review.
- Peer Review and Development Framework.
- Faculty Learning and Teaching Committee.

B. Responsibilities for Monitoring and Evaluation

- Course Leader for day-to-day running of course.
- Unit Co-ordinators for unit content and delivery.
- Board of Studies with overall responsibilities for operation and content of course.
- Head of Department, and Associate Heads (Academic and Students).
- Associate Dean (Academic).
- Associate Dean (Students).
- Quality Assurance Committee.
- Unit, Award and Progression Board of Examiners.

C. Mechanisms for Gaining Student Feedback

- Student Representation on Board of Studies.
- Student Staff Consultative Committees.
- Unit and Course level student feedback questionnaires.
- University participates in external student surveys, e.g. National Student Survey (NSS), Postgraduate Research Experience Survey (PRES) and International Student Barometer (ISB).

D. Staff Development Priorities

- Academic staff undertake activities related to research, scholarship, teaching and learning and student support and guidance.
- Annual staff performance and development reviews match development to needs.
- Managers undertake a variety of management development programmes.
- New academic staff required to undertake a Higher Education teaching qualification.
- All academic staff encouraged to seek Higher Education Academy membership.
- Academic staff undertake initial and continuing professional development within the Academic Professional Excellence Framework (APEX) programme which is aligned with the Higher Education Academy (HEA)'s UK Professional Standards Framework (UKPSF)
- Support Staff are encouraged to attend short courses in areas such as minute taking, and specific IT packages.

23. Assessment Regulations

The current University of Portsmouth academic regulations will apply to this programme (see [Assessment and Regulations²](#)).

24. Role of Externals

Subject External Examiners who will:

- Oversee unit assessment and usually attend Unit Assessment Boards
- Review unit assessment strategy
- Sample assessment artefacts
- Present report to Unit Assessment Boards

Award External Examiners (usually also a Subject External Examiner) who will:

- Oversee and attend Award/Progression Boards
- Scrutinise and endorse the outcomes of assessment
- Ensure that the standard of the award is maintained at a level comparable with that of similar awards elsewhere in the United Kingdom

25. Indicators of Standards and Quality

A. Professional Accreditation/Recognition

N/A

B. Periodic Programme Review (or equivalent)

The Periodic Programme Review on 5th February 2015 confirmed that the curriculum was fit for purpose and that annual monitoring and review processes were effective.

C. Quality Assurance Agency

QAA Higher Education Review, March 2015, judgements about standards and quality meet UK expectations (*for full report see [Higher Education Review of the University of Portsmouth, March 2015³](#)*).

D. Others

None.

² www.port.ac.uk/departments/services/academicregistry/qualitymanagementdivision/assessmentandregulations/

³ www.qaa.ac.uk/en/ReviewsAndReports/Documents/University%20of%20Portsmouth/University-of-Portsmouth-HER-15.pdf

26. Further Information

Further information may be found in:

- Student Handbook
- University of Portsmouth Curriculum Framework Document
- University of Portsmouth Prospectus
- [University of Portsmouth](http://www.port.ac.uk/)⁴ and [Institute of Criminal Justice Studies](http://www.port.ac.uk/institute-of-criminal-justice-studies/)⁵ websites

⁴ www.port.ac.uk/

⁵ <http://www.port.ac.uk/institute-of-criminal-justice-studies/>