

40851 Lead a team to coordinate safe and effective operations in a prison environment

Kaupae Level	4
Whiwhinga Credit	30
Whāinga Purpose	<p>This skill standard is for Corrections Officers (COs), existing Senior Corrections Officers (SCOs) or staff who are actively working towards SCO, such as Acting SCO (A/SCOs).</p> <p>People credited with this skill standard will be able to lead a team to maintain safety and security of a unit, manage prisoner activities, and lead a team to actively manage prisoner care activities.</p> <p>This skill standard aligns with the New Zealand Certificate in Prisoner Management (Level 4) [Ref: 2659].</p>

Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Lead a team to maintain the safety and security of all people in a prison environment.	a. Brief staff daily on safety and security requirements to coordinate daily routines.
	b. Respond to risks to ensure safety and security.
	c. Confirm primary assurance tasks are completed.
2. Lead a team to manage prisoner activities.	a. Confirm daily prisoner activities are completed.
	b. Check minimum prisoner entitlements are provided.
3. Lead a team to respond to safety and security incidents in a unit.	a. Coordinate staff responses to safety and security incidents.
	b. Conduct a debrief.
	c. Confirm appropriate reporting is completed.
4. Lead a team to respond to at-risk prisoners.	a. Identify at-risk prisoners.
	b. Allocate staff members to conduct at-risk assessment.
	c. Determine risk support and implement follow up actions.

Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria**Assessment specifications:**

- Evidence for assessment criterion 1c may include safety and security requirements.
- Evidence for assessment criterion 2a may include safety, security, and rehabilitation needs.
- Learning outcome 3 may be assessed in a simulated environment.

Evidence provided for assessment against this skill standard must:

- be gathered in a prison environment.
- be gathered in accordance with organisational policies and procedures.
- be gathered within the boundaries of the Corrections Officer or Senior Corrections Officer role.

Definitions:

- *Daily routines* include all duties that are carried out in a workplace that support safety, security, care, and rehabilitation.
- *Organisational policies and procedures* refer to the formal policies and procedures for a specific prison site and its activities, and which are consistent with its lead organisation.
- *People within the prison* include prisoners, contractors, staff, and visitors.
- *Primary assurance* includes confirmation to the General Manager or Prison Director that all tasks are completed.
- *A prison environment* refers to a setting that replicates the conditions, structure, and dynamics of a correctional facility. This includes actual prisons, and any time prisoners are managed outside of the confines of a prison.
- *Situational awareness* is understanding and awareness of the environment. This includes awareness of risks and taking measures to maintain personal safety and the safety of others.

Ngā momo whiwhinga | Grades available

Achieved.

Ihirangi waitohu | Indicative content

- Leadership.
- Unit briefing to enhance situational awareness.
- Safety and security protocols.
- Teamwork.
- Clear communication to staff and prisoners.
- Situational awareness.
- Clear decision-making.
- Daily routine tasks.
- Minimum entitlements.
- Primary assurance tasks.
- Incident management as a leader.

- Identification of risks, hazards, and mitigations.
- Safe management of at-risk prisoners and prisoners on a wellbeing management plan.
- Management of prisoners who may be at risk.
- Arrangements of escort to at-risk units.
- Reporting requirements.

Rauemi | Resources

Legislation relevant to this skill standard includes but is not limited to:

- Department of Corrections. (n.d.). *Policy and legislation*. New Zealand Department of Corrections. Available at https://www.corrections.govt.nz/resources/policy_and_legislation.
- Department of Corrections. (n.d.). *Prison Operations Manual*. New Zealand Department of Corrections. Available at https://www.corrections.govt.nz/resources/policy_and_legislation/Prison-Operations-Manual.
- New Zealand Legislation. (2004). *Corrections Act 2004* (No. 50). New Zealand Government. Available at <https://www.legislation.govt.nz/act/public/2004/0050/latest/DLM294849.html>.
- New Zealand Legislation. (2005). *Corrections (Rehabilitation of Offenders) Regulations 2005* (SR 2005/53). New Zealand Government. Available at <https://www.legislation.govt.nz/regulation/public/2005/0053/latest/DLM315417.html>.
- New Zealand Legislation. (2015). *Health and Safety at Work Act 2015* (No. 70). New Zealand Government. Available at <https://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html>.
- Young, A. (n.d.). *Prison policy, prison regime, and prisoners' rights in New Zealand*. Human Rights Commission. Available at https://hrc-nz-resources.s3.ap-southeast-2.amazonaws.com/files/6414/2550/8365/Young_year_-_Prison_policy_prison_regime_and_prisoners_rights_in_NZ.pdf.

And any subsequent amendments or replacements.

Pārongo Whakaū Kounga | Quality assurance information

Ngā rōpū whakatau-paerewa Standard Setting Body	Toitū te Waiora Community, Health, Education, and Social Services Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Law and Security > Offender Management > Prison Safety and Security
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga CMR	0024

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhitatanga Registration	1	30 October 2025	N/A
Kōrero whakakapinga Replacement information	This skill standard replaced unit standard 29066.		
Rā arotake Planned review date	31 December 2030		

Please contact Toitū te Waiora Community, Health, Education, and Social Services Workforce Development Council at qualifications@toitutewaiora.nz to suggest changes to the content of this skill standard.