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| Overview | This unit is about driving a custodial vehicle, such as a cellular vehicle, mini-bus, saloon car, or other specialist vehicle, from one location to another. Usually these locations will be courts and prisons but could include, for example, hospitals and other non-secure places. It also covers checking the vehicle for appearance, roadworthiness and security and dealing with security, emergency and communications equipment and tracking devices and navigation equipment. It may also involve responding to incidents arising from mechanical breakdown, poor weather, obstacles or traffic congestion and aggressive road users and emergencies that may arise from a road traffic accident, illness, injury or attempted escape. **There are three elements**1 Check the vehicle and its equipment 2 Ensure the security of the vehicle 3 Drive the vehicle to and from custodial and other environments**Target Group**This unit applies to custodial care staff who drive secure vehicles, in particular staff working in court escort and inter-prison transfer services. |

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| **Performance criteria**You must be able to: | Check the vehicle and its equipment1. make sure you have the correct authorisation to use the vehicle
2. make sure all relevant aspects of the vehicle and its equipment meet legal and organisational requirements
3. correctly undertake any routine maintenance checks, according to your role and responsibilities
4. have sufficient fuel for the planned journey
5. load and stow tools and equipment safely and correctly
6. maintain all required records in accordance with organisational procedures
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| *You must be able to:* | Ensure the security of the vehicle1. verify that the vehicle and associated equipment is appropriate for the purpose for which it will be used
2. assess the likely security risks
3. check all areas of the vehicle and its contents, in line with identified risks and organisational procedures, before and after use
4. follow organisational procedures to deal with suspected faults or omissions
5. complete and transfer required documentation in accordance with organisational procedures
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| *You must be able to:* | Drive the vehicle to and from custodial and other environments1. plan and verify the best route to the destination, taking account of the time of day, planned breaks and other circumstances, in accordance with organisational procedures
2. load and secure the vehicle, its contents and its occupants in accordance with organisational procedures
3. follow the planned route showing consideration for passengers and other road users
4. advise others of and verify any unscheduled breaks or route changes in accordance with organisational procedures
5. drive the vehicle correctly safely and within the law, responding correctly to actual or potential road hazards
6. park the vehicle safely and legally, and make sure it is secure when you leave it
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| Knowledge and understandingYou need to know and understand: | 1. the vehicle safety requirements that are the responsibility of the driver under the law, and according to your organisation's procedures
2. vehicle and equipment maintenance matters that you must report to others
3. routine maintenance checks for which you are responsible
4. the range of equipment fitted to the vehicle, and how to check this equipment
5. the functions and location of emergency and security alarms fitted to the vehicle
6. organisational procedures for loading and securing individuals in transit
7. the correct use of communications equipment
8. how to estimate distances and fuel requirements
9. how to stow tools and equipment safely
10. how to load and secure items in transit
11. how to assess security risks and check the vehicle before and after use
12. likely hiding places for unauthorised items in custodial vehicles
13. how to identify and deal with unauthorised items and individuals
14. the correct procedures for preserving evidence
15. how to plan your route, read maps and navigate
16. maintaining communications with others and contingency arrangements if contact is lost
17. how to select alternative routes to take account of traffic and weather conditions
18. the vehicle and other records that need to be kept up-to-date, and how to do so
19. the Highway Code as it applies to drivers of relevant vehicles
20. how to drive the vehicle in a way that is fuel efficient and minimises damage and wear, and why this is necessary
21. the importance of showing consideration for passengers and other road users
22. the main warning signs that the vehicle is not operating correctly, and what to do when you identify these
23. what your responsibilities are in the event of an accident and other types of emergencies
24. your responsibilities for the vehicle when you have finished using it
25. how to take prompt control and correct action in the event of incidents and emergencies
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