

58. Law, Public Safety, Corrections and Security Cluster - Law Enforcement Careers (4 hours)

Purpose/Abstract: To introduce students to police & sheriff’s patrol officer and campus security officer careers.

NCCCS Adult Education Standards: R.5.2.4, W.2.2.1, W.2.2.5, M.5.2.8

Learning Objective:
By the end of the session, students will be able to:

- Identify and describe the main tasks and responsibilities of Police & Sheriff's Patrol Officers and Campus Security Officers.
- Demonstrate essential skills of problem-solving, critical thinking, and networking in law enforcement careers in role-plays.
- Construct a simple cover letter addressing a hypothetical application for a campus security officer position

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|--------------------|---|------------------|--|
| Soft Skills | Networking, Problem-Solving & Critical Thinking | Resources | 33-3051.00 - Police and Sheriff's Patrol Officers 33-9032.00 - Security Guards Security Guards 33-3051.01 - Police Patrol Officers Math: Multiplication Patterns Worksheet Education.com Multiplication Tips Worksheet Education.com Two-Digit Multiplication Interactive Worksheet Education.com Handouts: Keeping Our Communities Safe - one for each student |
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Additional Materials

- Keeping Our Communities Safe handout, one for each student
- Art supplies (glue, glitter, markers, paint, etc.)
- Pencils, paper, and scissors
- Computers for student use

| | | | |
|--------------|---|---|---|
| Icons |  Activity |  Check-In |  Review |
|--------------|---|---|---|

PREPARATION

- Watch the following videos and use them to introduce the roles to students.
 - [Security Guards](#)
 - [33-3051.01 - Police Patrol Officers](#)
- Review and print out the following worksheets from [education.com](#)
 - [Multiplication Patterns | Worksheet | Education.com](#)
 - [Multiplication Tips | Worksheet | Education.com](#)



- [Two-Digit Multiplication | Interactive Worksheet | Education.com](#)

- Review the [Instructional Support Guide](#) and print/prepare referenced scaffolds.
- Print handouts.
- Familiarize yourself with [O*NET](#)
- Familiarize yourself with [Skills to Pay the Bills](#), though it won't be used directly in this lesson.

INTRODUCTION (30 min)

Welcome students to the class!

Present the concept of law enforcement careers, mentioning Police & Sheriff's Patrol Officers and Campus Security Officers.

Play these two videos [Security Guards](#) and [33-3051.01 - Police Patrol Officers](#). Once students have watched them, briefly discuss their roles in maintaining safety and order in communities and institutions.

Ask students to summarize a few tasks and responsibilities that were mentioned in the videos.

Share the objectives of the lesson.

VOCABULARY, READING & WRITING (45 min)

Distribute the Keeping Our Communities Safe handout. Allow sufficient time for students to read the text independently.

REFLECTION (15 minutes)

Recall the first objective and guide a discussion around the main tasks and responsibilities of Police & Sheriff's Patrol Officers and Campus Security Officers as presented in the passage.

✓ Ask the following questions to check for comprehension and encourage student participation in the discussion.

- *What are the main tasks of police patrol officers and security guards?*
- *Why is it important for police patrol officers to "investigate" and "record facts" in their duties? How does this contribute to community safety?*
- *Imagine you are a police patrol officer. What would be your approach to "identifying, pursuing, and arresting suspects"? How would your actions promote safety and uphold the law?*
- *How are the responsibilities of campus security officers similar to and different from those of police patrol officers? Give examples from the passage to support your answer.*
- *Think about a situation where you had to follow rules to keep yourself and others safe. How did your actions in that situation relate to the tasks performed by police patrol officers and security guards? Explain using details from the passage.*

MATHEMATICS (45 min)

Explain the math standard for the lesson: *M.5.2.8 Identify arithmetic patterns (including patterns in the addition table or multiplication table), and explain them using properties of operations.*

Assign [Multiplication Patterns](#) and [Multiplication Tips](#) and allow time for students to work through both. Walk around the class and support students individually. Clarify common errors with examples for the whole class.

Depending on the time available, assign [Two-Digit Multiplication](#) after explaining how to solve them on the board. Take a call whether you want to assign this sheet to only higher level students or to the whole class.

 REFLECTION (10 minutes)

✓ Review the answers with the whole class.

| Lower Level | Higher Level |
|--|---|
| Provide individual support to help identify patterns where required. | Assign two-digit or three-digit multiplication problems based on the skill level of students. |

GROUP WORK (60 min)

Recap the importance of soft skills like problem-solving, critical thinking, and networking in real-life situations. Emphasize that these skills are crucial for success in various careers, especially in law enforcement roles like police officers and security guards.

Share a brief real-life story or example that highlights the significance of soft skills in law enforcement. For instance, you can share a story about a police officer who used critical thinking to de-escalate a tense situation or a security guard who effectively networked with colleagues during an emergency.

Transition to the role-play activity. Explain to the students that they will be participating in role-plays where they will step into the shoes of police officers or security guards facing challenging situations. These role-plays will allow them to apply problem-solving, critical thinking, and networking skills to find effective solutions.

Clarify the objective of the activity: Each group will be assigned a scenario, and one student from the group will take on the role of the police officer or security guard. The student in that role must use their soft skills to navigate the scenario and address the situation. The rest of the group will observe and reflect on the demonstrated skills. Encourage students to switch roles after each round so each member gets to play the main character.

Explain that the scenarios are designed to encourage creative thinking and practical application of what they've learned. Assure them that there are no right or wrong answers; the focus is on the process and effort put into problem-solving and critical thinking.



Project the scenarios and briefly explain each one. Divide students into groups of 3-4 and assign one scenario to each group.

| Scenarios | Scenario 1 | Scenario 2 | Scenario 3 |
|---------------------|---|--|---|
| Title | Lost and Found | Suspicious Package | Unauthorized Entry |
| Situation | A young child is separated from their parents in a crowded public park. As a police officer, your task is to help reunite them. | As a security guard in a busy shopping mall, you notice an unattended bag near the entrance. Your role is to handle the situation while ensuring everyone's safety. | While on duty as a campus security officer, you spot an individual trying to enter a restricted area without proper authorization. Your task is to handle the situation without confrontation. |
| Instructions | The police officer should approach the child calmly and reassure them. Use critical thinking to ask the child about any identifiable features of their parent (clothing, appearance, etc.). Problem-solve by asking nearby adults if they have seen the parent or know the child. Employ networking skills by radioing other officers to assist and notifying park staff to make announcements. | Assess the situation critically by observing the bag and its surroundings discreetly. Problem-solve by deciding whether to evacuate the area or investigate further. Use networking skills to approach nearby store owners and ask if they recognize the bag's owner. Communicate effectively with other security personnel and management for coordinated action. | Approach the person calmly and politely inquire about their purpose. Use critical thinking to assess their response and body language. Problem-solve by suggesting alternative areas they can visit or directing them to proper channels for permission. Utilize networking skills by communicating with colleagues to ensure the person's legitimate reason and offering assistance if needed. |

 REFLECTION (15 minutes)

Have each group share their reflections on how the demonstrated soft skills contributed to resolving the situation. Discuss as a class.

Share feedback on the role plays based on your observations.

INDEPENDENT WORK TIME (45 min)

Ask students to refer to the cover letter template from the previous lesson. Tell them that similar to the

activity they did in the last lesson, they will practice writing a cover letter for a campus security guard position.

Project this job description for students to refer to as they work on their cover letters.

Job Description: Campus Security Guard

Are you passionate about creating a safe and secure environment? Do you excel in problem-solving, critical thinking, and effective communication? We are seeking dedicated individuals to join our team as Campus Security Guards. In this role, you will play a vital role in ensuring the safety and well-being of our educational institution.

Responsibilities:

- **Secure Premises:** Lock entrances and exits to maintain a secure environment within the campus.
- **Monitor Access:** Authorize the entrance and departure of students, staff, and visitors, ensuring only authorized individuals gain access.
- **Rapid Response:** Respond to alarms and disturbances promptly, assessing situations and taking appropriate actions.
- **Record Keeping:** Maintain accurate and detailed reports of daily activities, irregular incidents, and any unusual occurrences.
- **Patrol and Prevent:** Patrol the campus to detect and prevent signs of intrusion, ensuring doors, windows, and gates are secure.
- **Emergency Assistance:** Administer basic first aid in medical emergencies or coordinate assistance from medical professionals.
- **Preserve Order:** Circulate among students, faculty, and visitors to maintain order and protect property.
- **Effective Communication:** Communicate calmly and effectively with individuals, providing warnings or assistance as needed.
- **Problem-Solving:** Think critically to address challenges, find solutions, and make informed decisions in various situations.
- **Collaborative Networking:** Collaborate with colleagues and campus staff to ensure a coordinated response to incidents.

Qualifications:

- High School Diploma or equivalent.
- Excellent communication skills, both verbal and written.
- Strong problem-solving and critical thinking abilities.
- Ability to remain calm under pressure and handle emergencies effectively.
- Demonstrated interpersonal skills for positive interaction with students, faculty, and visitors.
- Basic knowledge of first aid and emergency procedures.
- Capacity to work independently and as part of a team.
- Prior experience in security-related roles is a plus.

Join us in creating a secure and supportive environment for our campus community. If you're ready to contribute your skills in problem-solving, critical thinking, and effective communication to the safety of our institution, apply today!

Tell students to customize the template, applying what they learned about capitalization, salutations, and closings. In addition to the paragraphs highlighting why they are interested in the role and why they are a good fit for the role, they also include a paragraph highlighting their problem-solving, critical thinking, and networking skills.

Walk around and check the progress on students' cover letters and provide support and feedback as required.

| Lower Level | Higher Level |
|---|---|
| Provide support in small groups to help students look for keywords in the job description and use them in the cover letter to highlight their skillset. | Challenge students to write the letter from the perspective of a campus security guard applying for a promotion emphasizing their leadership and networking skills with examples. |

WRAP-UP & REFLECTION (15 min)

Summarize the key points of the lesson and have students share one thing they found interesting and one thing they'd like to explore more about topics covered in this lesson.

- Distribute exit slips to students.
- Ask for a few volunteers to share their reflections.
- Collect and review the answers.



Keeping Our Communities Safe

Directions:

- Read the following passage and be prepared to answer questions during the class discussion.

In our neighborhoods and institutions, there are special people who work hard to make sure we're safe. These individuals are known as police patrol officers and security guards. They have important tasks that help keep our surroundings secure and peaceful.

Police Patrol Officers: Police patrol officers are like the protectors of our streets. They make sure everyone follows the rules and laws that keep us safe. They also help when there are problems or accidents. Police officers have different duties, such as:

- **Patrolling:** They drive around specific areas to watch out for any trouble or suspicious activities.
- **Directing Traffic:** Sometimes, they help control traffic to keep it moving smoothly and safely.
- **Investigating:** If there's an accident or a problem, they find out what happened and make reports about it.
- **Arresting Law Breakers:** When someone breaks the law, police officers catch them and take them to the proper place.
- **Helping in Emergencies:** They are quick to respond when there's a danger or an emergency.

Campus Security Officers: Campus security officers are like the guardians of schools, colleges, and other places. They make sure only the right people get in, and they watch out for anything unusual. Some of their tasks include:

- **Securing Buildings:** They lock doors and gates to make sure the premises are safe.
- **Checking Entrances:** They make sure that only authorized people enter and leave the area.
- **Responding to Disturbances:** If there's a problem or an alarm, they are the ones who check and take action.
- **Writing Reports:** They keep records of their daily activities and anything unusual they notice.
- **Patrolling to Prevent Intrusions:** They walk around to stop anyone who might try to break the rules.

Both police patrol officers and security guards need to be ready to think and act smartly. They must use their skills to solve problems and make sure everything is in order. Their work is important for keeping our communities safe and secure.

Reflection Exit Slip

In one sentence, describe what you learned in this lesson.

Today, I learned _____.

Is one of the careers discussed today of interest to you? Why or why not?

I liked / did not like _____ career because _____

Is there anything you still need help understanding?

What's one question you have?

Circle the emoji that shows how you feel about your mastery of content in this lesson.



Happy



Smart



Confused



Sad



Angry