Last Reviewed	09/08/2023
Reviewed by	Dale Ball, Head of People & Designated Safeguarding Lead
Ratified and approved by	Olga Bottomley, Chair of Governors
Next Review	31/08/2024
Frequency of review	Annually or when legislation requires

Signature of Person Responsible

Dale Ball
Head of People and Designated Safeguarding Lead

1. **Introduction**

Prevent is part of the Government initiative to develop a robust counter terrorism programme, CONTEST. The UK faces a range of terrorist threats. All the terrorist groups who pose a threat to us seek to radicalise and recruit people to their cause. The Prevent strategy seeks to:

1. Respond to the ideological challenge of terrorism and aspects of extremism, and the threat we face from those who promote these views.
2. Provide practical help to prevent people from being drawn into terrorism and ensure they are given appropriate advice and support.
3. Work with a wide range of sectors where there are risks of radicalisation which need to be addressed, including education, criminal justice, faith, charities, the internet, and health.

A system of threat levels has been created which represents the likelihood of an attack in the near future. The five levels are:

1. Critical- an attack is expected imminently
2. Severe – an attack is highly likely
3. Substantial – an attack is a strong possibility
4. Moderate – an attack is possible but not likely
5. Low – an attack is unlikely

Training Providers are major education and training providers for the 16 – 25 year age group, particularly young people from ethnically diverse and socially and economically disadvantaged areas. The age and profile of our students and learners make it crucial to be involved in the Prevent strategy. Private Training Providers have a part to play in fostering shared values and promoting cohesion. Providers should focus on the risks of violent extremism, which represents the greatest threat at national level, while recognising that

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other forms of violence and extremism can and do manifest themselves within training settings. This strategy has five key objectives:

1. To promote and reinforce shared values; to create space for free and open debate, and to listen and support the learner voice.
2. To break down segregation among different student communities including by supporting inter-faith and inter-cultural dialogue and understanding, and to engage all students in playing a full and active role in wider engagement in society.
3. To ensure student safety and that the Training Environment is free from bullying, harassment, and discrimination.
4. To provide support for learners who may be at risk and appropriate sources of advice and guidance.
5. To ensure that learners and staff are aware of their roles and responsibilities in preventing violent extremism.

2. Leadership and Values

To provide an ethos which upholds core values of shared responsibility and wellbeing for all learners, staff and visitors that promotes respect, equality and diversity and understanding. This will be achieved through:

1. Promoting core values of respect, equality and diversity, democratic society, learner voice and participation.
2. Building staff and learner understanding of the issues and confidence to deal with them.
3. Deepening engagement with local communities.
4. Actively working with local schools, local authorities, police, and other agencies.

3. Teaching and Learning

To provide a curriculum which promotes knowledge, skills and understanding to build the resilience of learners, by undermining extremist ideology and supporting the learner voice. This will be achieved through:
1. Embedding localised topics relating to equality, diversity, and inclusion, wellbeing, and community cohesion.
2. Promoting wider skill development such as social and emotional aspects of learning.
3. A curriculum adapted to recognise local needs, challenge extremist narratives and promote universal rights.
4. Encouraging active citizenship/participation and learner voice.
5. To ensure all staff receive annual Prevent and Safeguarding training.

4. Student Support

To ensure that staff are confident to take preventative and responsive steps working with partner professionals, families, and communities. This will be achieved through:
1. Establishing strong and effective learner support services.
2. Listening to what is happening in the Training Environment and the community.
3. Implementing anti-bullying strategies and challenging discriminatory behaviour.
4. Helping learners and staff know how to access support through community partners.

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5. **Managing Risks and Responding to Events**

To ensure that we monitor risks and are ready to deal appropriately with issues which arise. PET-XI will do this through:

1. Understanding the nature of the threat from violent extremism and how this may impact directly or indirectly on PET-XI.
2. Understanding and managing potential risks within PET-XI's Training Environment and from external influences.
3. Responding appropriately to events in local, national or international news that may impact on learners and communities.
4. Ensuring measures are in place to minimise the potential for acts of violent extremism within our premises.
5. Developing effective ICT security and responsible user policies.

6. **Prevent Referral Processes for Staff and learners.**

The referral processes.

PET-Xi has three parallel and complementary processes relating to referral, a staff route, learner route and emergency procedure. The latter is consistent for anyone, anywhere, within PET-Xi. This confirms that where an individual is thought to be an immediate risk of harm to themselves or others, PET-Xi's Safeguarding Team should be contacted without delay.

There are a range of sources for concerns to originate, including staff members, learners, or a member of the public. Potential concerns could be raised anonymously. PET-Xi will consider each concern raised on its individual merit, rather than its source.

For Prevent related concerns about learners and staff where there is not perceived to be an immediate threat to the individual concerned or others, a senior manager in a PET-Xi Head Office should be contacted directly on 02476 420310.

In both cases above the senior manager should discuss the matter with Safeguarding Team below.

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PET-Xi Safeguarding
Young People and Vulnerable Adults
Information for learners and courses

Dale Ball
Designated Safeguarding Lead
Tel: 07485 352842

Jamie Sheerman
Deputy Safeguarding Lead
Tel: 07341 562978

Claire Bates
Deputy Safeguarding Lead
Tel: 07551 154775

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Safeguarding Contact Number: 024 7531 1813 Email: safeguarding@pet-xi.co.uk

The Case Conference

For both staff and learners, if the senior manager receiving the initial information feels there is merit in exploring the report further, a case conference will be called. Case conferences will bring together relevant colleagues within PET-Xi to consider the evidence, assess the possible risks posed and agree the next steps which might be taken.

The Case Conference will be chaired by the Head of People/DSL (Dale Ball) or his Deputy (Jamie Sheerman)

There are several options for next steps available to case conferences which include:

1. Taking no action if there is no evidence to suggest it is necessary.
2. Requesting further information before arriving at a decision
3. In the case of a learner referral, placing restrictions on the learner's activity or referring the learner to a support organisation.
4. In the case of a staff member there is the option of referral to occupational health
5. In some cases, a referral to the Channel programme may be the most appropriate response. Further information can be on https://www.gov.uk/government/publications/channel-and-prevent-multi-agency-panel-pmap-guidance)

Case conferences will always act in the best interests of the staff member or learner in mind. For the purposes of annual monitoring, Case Conferences can be regarded as the "decision maker" in Prevent referrals.

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Whilst PET-Xi will not tolerate the making of nuisance or vexatious allegations against our staff or learners, there will be no negative consequences for an individual raising a concern in good faith, when that concern does not lead to any further action. PET-Xi also recognises that making a referral might be a difficult decision for the individual who may in turn need additional support.

Wherever possible, Case Conferences will maintain the strictest confidentiality. However, PET-Xi may need to share and disclose information, as appropriate, for issues of national security, criminality and so forth and in-line with Prevent guidance we will use robust procedures both internally and externally for sharing information about vulnerable individuals (where this is appropriate to do so). This will include the use of appropriate internal mechanisms and external information sharing agreements where possible.

Due to the seriousness and sensitivity of the subject, it will not always be possible to feed back any information to the person making the original referral, but generic information will be made available, including this policy, to ensure the referrer understands our processes and the importance PET-Xi places on responding appropriately, yet sensitively, to any such referrals.

Training

All new staff will undergo PREVENT training within the first week of joining. Furthermore, staff must undertake annual refresher PREVENT training.

The Safeguarding Team throughout the year provide communication to staff on matters relating to PREVENT.

Information Technology

PET-XI considers it unacceptable for our IT networks to be used in any way that supports, promotes or facilitates terrorism.

PET-Xi has an online monitoring and filtering process to ensure that all staff and learners are not accessing any harmful sites and kept safe.

All staff receive E-Safety training on joining PET-Xi and the IT department is responsible for ongoing training and awareness.

Please see the E Safety Policy and Safeguarding Policy for more information around Information Technology.

Communication

PET-XI will not permit material supporting terrorism to be displayed within its premises and will remove any such material if it is found. Likewise, we will seek to ensure that our printed and electronic communications (including our website) do not contain or support terrorist material or material likely to encourage terrorism and will investigate immediately if any such instances are raised.

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Governance

PET-Xi values our governance board for robust accountability, one of our board members has a safeguarding background and acts as a support, actively monitoring the safeguarding effectiveness across the company, reporting at each quarterly meeting to the rest of the board. The Designated safeguarding Lead works with the safeguarding team periodically as part of the safeguarding committee, providing updates and confirmation on incidents reported and any improvements.

The board encourages an annual external independent inspection to conduct a focused deep dive on the safeguarding and prevention processes, speaking with learners and staff producing recommendations and clarification. The governance board receives annual training and signs off the relevant policies including Safeguarding, Low Level Concerns and PREVENT.

Useful Links/Contacts

Channel Guidance: https://www.gov.uk/government/publications/channel-guidance

Prevent Duty Guidance: https://www.gov.uk/government/publications/prevent-duty-guidance

Prevent Strategy: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/97976/prevent-strategy-review.pdf

Coventry Council: https://www.coventry.gov.uk/prevent

Warwickshire Council: https://www.safeguardingwarwickshire.co.uk/safeguarding-adults/i-work-with-adults/prevent-in-warwickshire

Coventry Local Authority Contact: Manjeet Pangli, Prevent Coordinator, manjeet.pangli@coventry.gov.uk , 07944 208499

Warwickshire Local Authority Contact: Geoff Thomas Prevent Officer, *geoffthomas@warwickshire.gov.uk*

What is Prevent Duty (YouTube): https://www.youtube.com/watch?v=Otc2eaRY32s

Related Policies

- Safeguarding
- Whistleblowing
- Low Level Concerns
- IT Acceptable Use Policy
- E – Safety

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- Safer Recruitment

Appendix

1. Associated Terminology
2. British Values
3. Risk Assessment

Appendix 1- Associated terminology

- Al-Qaeda - An international organisation of loosely affiliated groups/cells that carry out attacks and bombings in the attempt to disrupt the economies and influence of Western nations and advance Islamic extremism.
- British- People who are the inhabitants of Britain (e.g., citizens of England, Scotland, Wales, Northern Ireland, the Isle of Man or one of the Chanel Islands, collectively known as the United Kingdom) or an inhabitant of a British overseas territory.
- Channel – A key element of the Prevent Strategy; Channel is about safeguarding children and adults from being drawn into committing terrorist-related activity. It is about early intervention to protect and divert people away from the risk they face before illegality occurs.
- English Defence League (EDL) - The English Defence League is a far right, street protest movement, which opposes what it considers to be a 'spread of Islamism', and Islamic extremism in the United Kingdom.
- Ethnicity - This is linked to distinctive shared social, linguistics, physical (e.g., skin colour) cultural and geographical heritage and norms. Religious belonging may be part of these norms. Every person has an ethnicity. To belong to an ethnic group, an individual must see themselves as a member and be seen as others as being a member of the group.
- Extremism - One who advocates or resorts to ideologies and measures beyond the norm, in politics and religion often using violence and terror tactics to make their views known, or to gain power.
- Ideology- A set of ideas and beliefs of a group, religious or political party.
- Identity - An umbrella term used to describe an individual's understanding of him or herself; identity is influenced by many factors, gender, ethnicity, religion, nationality, culture, family etc.
- Media - The means of communication that reaches large numbers of people e.g., the television, newspapers, and the internet.
- Propaganda - Ideas or statements that are often false or exaggerated and that are spread in order to help a cause.
- Islamophobia - A hatred or fear of Muslims, their religion and sometimes-related politics or culture.
- Islamist - A western term used to describe an extreme Muslim usually politicised.
- Jihad- Personal struggle in everyday life; striving to achieve a goal; also used to mean taking up arms if necessary.

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- Nationalism - a feeling that people have of being loyal to and proud of their country often with the belief that it is better and more important than other countries.
- Nationality - The status of belonging to a particular nation by origin, birth, or naturalisation.
- Racism - This term refers to the deeply rooted but groundless belief that certain groups are inherently inferior to others. Racism is expressed through attitudes, behaviours and institutional policies and procedures. It disadvantages certain groups in terms of housing, job opportunities and education. Some White people experience racism (for example people from Irish, Jewish or Traveller backgrounds).
- Radical - A word that describes a person who favours extreme or fundamental change in existing institutions or in political, social, or economic conditions.
- Resilience - The ability to recover quickly from change, or misfortune.
- Right wing - A conservative or reactionary element in a political party or other organisation, often associated with fascism, nationalism, and racism.
- Social media - Forms of electronic communication (web sites, social networking, and blogging) through which users create online communities to share information, ideas, personal messages, and other content e.g., videos.
- Stereotypes - This involves making generalised assumptions about a person or group; applying these assumptions; expecting people to conform to them.
- Terrorism - The unlawful use or threatened use of force or violence by a person or an organised group against people or property with the intention of intimidating individuals, coercing societies, or governments, often for ideological or political reasons.
- Terrorist - One that engages in acts or an act of terrorism.
- Xenophobia - An unreasonable fear or hatred of foreigners or strangers, or of that, which is different, foreign, or strange.

Appendix 2 – British Values

At PET- Xi, we build resilience to radicalisation by promoting fundamental British values and enabling everyone to challenge extremist views.

The Department for Education states that there is a need:

"To create and enforce a clear and rigorous expectation on all schools to promote the fundamental British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs".

The Department for Education defines British Values as follows:

- Respect for democracy and support or participation in the democratic process
- Respect for the basis on which the law is made and applies in England.
- Support for equality of opportunity for all
- Support and respect for the liberties of all within the law
- Respect for and tolerance of different faiths and religious and other belief

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Our company reflects British values in all that we do. We aim to nurture our staff and learners on their journey through life so they can grow into safe, caring, democratic, responsible, and tolerant adults who make a positive difference to British society and to the world. We encourage our staff and learners to be creative, unique, open-minded, and independent individuals, respectful of themselves and of others in our company, our local community and the wider world.

Appendix 3 – Risk Assessment

Training Provider Name:	PET-Xi Training Limited
DSL Prevent Lead:	Dale Ball
Issue Date: Review Date:	23/04/2023 09/08/2024

Introduction

All schools, colleges and training providers are subject to a duty under section 26 of the Counter-terrorism and Security Act 2015 (the CTSA 2015), in the exercise of their functions, to have "due regard to the need to prevent people from being drawn into terrorism". This duty is known as the Prevent duty.

Staff are particularly important as they are able to identify concerns early and provide help for children, to prevent concerns from escalating. Schools and colleges and their staff form part of the wider safeguarding system for children. This system is described in statutory guidance Working Together to Safeguard Children and Keeping Children Safe in Education.

Schools, colleges, and training providers should work with Children's Services, the Police, Health Services and other services to promote the welfare of children and protect them from harm.

Radicalisation is listed as a specific safeguarding issue within this statutory guidance and is addressed within the Government Prevent Strategy.

The Prevent Strategy has three main objectives:

1. Tackle the causes of radicalisation and respond to the ideological challenges of terrorism
2. Safeguard and support those most at risk of radicalisation through early intervention, identifying them and offering support
3. Enable those who have already engaged in terrorism to disengage and rehabilitate

The Prevent duty should be seen as part of the wider safeguarding obligations. Designated Safeguarding Leads and other senior leaders should familiarise themselves with the revised Prevent duty guidance especially paragraphs 57-76, which are specifically concerned with

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schools. Designated safeguarding leads and other senior leaders should familiarise themselves with the Prevent duty guidance.

Duty	What this means	Action	Evidence:
Risk Assessment			
Assess the risk of children being drawn into terrorism	Staff can demonstrate a general understanding of the extremism/terrorism risk affecting learners	All staff have read "Keeping Children Safe in Education", September 2022 All staff have completed the Prevent Training or attended in house session from DSL Prevent Lead (in the last 12 months)	SCR SCR
	Staff can identify individual children/vulnerable adults who may be at risk of radicalisation and how to support them	The Prevent Lead has informed staff about signs and indicators of radicalisation.	Policy and training
	There is a clear procedure in place for protecting children/vulnerable adults at risk of radicalisation	All staff have read the Safeguarding Policy And Prevent Policy All staff understand how to record and report concerns regarding risk of radicalisation	Emails sent to all staff and staff are notified of any changes or updates
	Safeguarding Team are also Prevent Lead's	All the Safeguarding Team have received Prevent training. All staff know who the Safeguarding Team are and that this person acts as a source of advice and support	SCR Website and email communication

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Working in Partnership			
The company is using existing local partnership arrangements in exercising its Prevent duty.	Staff record and report Prevent concerns in line with existing policies and procedures	All staff record and report concerns to the Safeguarding Team	No concerns currently reported
	The DSL makes appropriate. referrals to other agencies including Children's Services and Prevent	Records of referrals are kept in safeguarding folder. Referrals are followed up appropriately. The DSL will attend Channel Panel if requested by the Prevent Police Team	No concerns raised to date
Staff Training			
Equip staff to identify children/vulnerable at risk of being drawn into terrorism and to challenge extremist ideas	Assess the training. needs of staff in the light of the company assessment of the risk to children and vulnerable adults being drawn into terrorism	The DSL/DDSL ensure everyone. undertakes Prevent Training at least every year.	SCR
IT Policies			
Ensure that Children/vulnerable are safe from terrorist and extremist material when accessing the internet	The company has policies and software in place	E-Safety Filtering system on devices that not only blocks users from accessing extremist/terrorist material but also should flag up to the DSL to investigate that online search.	IT system software and E Safety Policy

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Policy Version Tracker

Version	Action	Author	Verifier	Comments	Date
1	Original	Chris Sexton	Nasir Lakhanpal	Created	20/08/2018
2	Annual Review	Nasir Lakhanpal	S. Fitzgerald	Reviewed	20/08/2019
3	Annual Review	Jas Mann	S. Agar	Reviewed	02/02/2021
VS 3.1	Annual Review	Ruth Exelby	Simon Fitzgerald	Reviewed	01/02/2022
VS 3.2	UPDATE	Eddie Cottis	Bob Pinned	Name changes	09/11/2022
VS 3.3	Annual Review	Bob Pinner	Dale Ball	Full Review	20/02/2023
V4	Audit	Dale Ball	Olga Bottomley	RA/AP	23/04/2023
V5	Annual Review	Dale Ball	Olga Bottomley	Reviewed	09/08/2023
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