1.1 Purpose

The purpose of this document is to provide instruction on aligning with Government policy and keep children and vulnerable adults safe by providing a framework to ensure a safe environment for them to learn and work, whilst contributing to the prevention of harm related to hate incidents, exploitation, extremism and radicalisation. The protection of those individuals who are identified as being at risk is absolutely paramount, whether at work, in college, at home or in the wider community.

1.2 Legislator / Regulatory Compliance

Compliance with relevant current Health and Safety legislation, Data Protection Act and other legislation / regulations named within the body of the document.

2. Work Instruction

2.1. BIG has a statutory duty under Section 175 of the Education Act (2002) to have in place arrangements for carrying out its functions with a view to safeguarding and promoting the

3. Policy Principles

3.1. In addition to the key principles stated in the Safeguarding policy, BIG will also ensure that:

3.1.1. All suspicions, allegations or disclosures of exploitation, hate related incidence, extremism or radicalisation will be taken seriously and responded to swiftly and appropriately, with due regard to appropriate levels of privacy and the dignity of those concerned.

3.1.2. All staff will be made aware of the key principles and practice related to Prevent through appropriate training. They are required to fully engage and be vigilant towards exploitation, extremism, radicalisation and hate related incidents, reporting any disclosures, concerns or allegations in line with our safeguarding and child protection procedures.

3.1.3. The group works in a proactive way, in partnership with other key statutory and voluntary sector organisations to share information and good practice to improve safeguarding and fulfil our duty to prevent exploitation, hate related incidents, extremism and radicalisation within our communities.

4. British Values

4.1. BIG will promote values of openness, tolerance and free debate by ensuring that the British Values of "democracy, the rule of law, individual liberty, mutual respect and tolerance for those with different faiths and beliefs" are encapsulated and exemplified in all that we do through:

4.1.1. Staff and awareness raising and training.

4.1.2. Core topics within the tutorial curriculum and embedded throughout all teaching and learning through subcontract delivery partners.

4.1.3. The BIG codes of conduct and disciplinary procedure.

4.1.4. Internal literature such as posters and apprentice's handbook.

4.1.5. Access to this policy with links to other information through the website.

5. Responsibilities

5.1. The Safeguarding Management Group (SMG) of BIG is responsible for ensuring that:

5.1.1. BIG has a Prevent policy and procedures in place that are in accordance with statutory requirements and local authority guidance and that these are published and reviewed annually. Where required, any changes, deficiencies or weaknesses regarding arrangements are remedied without delay.

5.1.2. All staff familiarise themselves with Annex A of the statutory guidance Keeping Children Safe in Education (2022) and the Prevent duty.

5.1.3. Training is in place for all staff, appropriate to their roles.

5.1.4. The SMG receives and considers regular safeguarding update reports that include reference to the Prevent duty and Channel referral.

5.1.5. A member of the SMG is nominated to take a lead on Prevent and undertakes appropriate training in this.

5.1.6. A senior manager is designated to take the lead responsibility across BIG DRDL for Prevent – to be referred to as the Single Point of Contact (SPOC).

5.2. The Single Point of Contact (SPOC) for Prevent is responsible for ensuring

5.2.1. Publication and correct implementation of the policy and procedures and reviewing

or radicalisation, in accordance with the safeguarding and child protection procedure and local authority process (see Appendix D)

5.4.5. reporting to the HR Manager/Advisers/Designated Safeguarding Lead any potential criminal charges or personal issues that may have a bearing on their on-going 'suitability' to work in an educational environment with young people and vulnerable adults.

5.4.6. reporting to the relevant line manager, HR Adviser or Designated Safeguarding Lead, any concerns they may have about the conduct of colleagues in relation to Safeguarding, Prevent, extremism, radicalisation, terrorism, hate crime and the British values, together with our Staff Code of Conduct.

5.5. Apprentices are responsible for:

5.5.1. completing all core sessions relating to Prevent, extremism, radicalisation, terrorism, hate crime and the British values as directed by the Training Provider.

5.5.2. maintaining vigilance and a pro-active approach to the safety and welfare of themselves, their peers and others on site.

5.5.3. reporting any concerns to either a Safeguarding Lead or any other trusted member of staff with whom they feel comfortable discussing these concerns.

5.5.4. abiding by BIG Code of Conduct which is designed to safeguard all those on our sites or using our facilities, including our IT network.

5.6. Other individuals working on BIG sites/provision must:

5.6.1. be aware of our duty to prevent extremism, radicalisation, terrorism and hate crime.

5.6.2. report to a Safeguarding Lead any suspicion, allegation or disclosure relating to a child, young person or adult who may be subject to a hate related incident, extremism or radicalisation.

6. Channel

6.1. Channel is a process developed to support people at risk of being drawn towards terrorism or violent extremism.

6.2. It is important that staff follow the safeguarding and child protection procedure and are familiar with the local authority referral process outlined in Appendix D, so that they may make a direct referral if required.

7. Hate Incidence / Hate Crime

7.1. It is important that all staff are familiar with the definition of hate incidents and hate crime described in Appendix A.

7.2. It is important that all hate incidents are reported to the police.

8. Prevent Policy and Procedure Updates

8.1.

APPENDIX D - PREVENT AND CHANNEL - PROCESS MAP FOR REPORTING A CONCERN OF A VULNERABLE INDIVIDUAL

It is important for you as a member of staff to know where to go if you have a concern that someone may be on the route to radicalisation. Below is a flow chart which aims to show the process as to which you can follow:
Member of staff identifies concern

Concern reported to Designated Safeguarding Lead or Deputy Designated Safeguarding Leads

Safeguarding Lead gathers more information where possible and identifies what further action is