



**discovery**

**Your Workforce Reimagined**

# **Prevent in Apprenticeships Policy**

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## 1. Introduction

Discovery is committed to meeting all statutory requirements and adopting best practice in every aspect of its business. This document describes how Discovery, and its employer partners fulfil their responsibilities for Prevent in apprenticeships.

Section 2 provides definitions of Prevent in the specific context of apprenticeships.

Section 3 describes how Prevent is implemented in apprenticeships. As a registered apprenticeship provider, Discovery falls into the category of 'specified authorities' for the Prevent duty. Apprenticeship teams are responsible for developing, updating, and implementing Discovery's Prevent policy in apprenticeships.

## 2. Definitions

The Prevent duty applies to everyone involved in apprenticeships, including participants, staff, and subcontractors.

The Prevent Duty is not about preventing learners from having political and religious views, rather to support them to develop and discuss those views or act on them in non-extremist ways. The current threat from terrorism in the United Kingdom may include the exploitation of vulnerable people to involve them in terrorism or in activity in support of terrorism. The normalisation of extreme views may also make learners vulnerable to future manipulation and exploitation.

The law imposes a duty on 'specified authorities', including apprenticeship providers, to have due regard to the need to prevent people from being drawn into terrorism. Discovery is responsible for implementing this duty as the apprenticeship provider.

'Terrorism' includes not just violent extremism but also non-violent extremism. Non-violent extremism includes anything which creates an atmosphere conducive to terrorism and may popularise views which terrorists can exploit.

Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism. Apprentices may become susceptible to radicalisation through a range of social, personal and environmental factors. It is known that violent extremists exploit vulnerabilities in individuals to drive a wedge between them and their families and communities.

Extremism is defined as: ‘vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance for those with different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas.’

The Prevent duty specifically covers the following areas in apprenticeships:

- Management of events with external speakers
- Partnerships with police and Prevent coordinators
- Risk assessment and action planning
- Staff training
- Welfare support
- IT policies.<sup>1</sup>

Ofsted examines how the Prevent duty is implemented in apprenticeships, as part of its inspection of safeguarding.

### **3. Implementing Prevent in Apprenticeships**

#### **Prevent Policy Ownership**

The Prevent policy is a subset of Discovery’s safeguarding policy. Responsibility for the Prevent policy is held by Discovery’s Director of Programmes & Apprenticeship Learning, who also has overall responsibility for safeguarding.

Discovery is clear that exploitation and radicalisation should be viewed as a Prevent concern and that protecting apprentices from the risk of radicalisation is part of our Prevent duty.

Operationally the Prevent policy is implemented in apprenticeships by Discovery’s apprenticeship teams. The single point of contact for operational delivery of Prevent-related activity is the programme leader in each apprenticeship team. Prevent is a standard agenda item on the meetings of apprenticeship governance bodies.

Any contact with the police on risks and issues identified in relation to the Prevent duty is handled directly by Discovery’s Director of Programmes and Apprenticeship Learning, Raj Babber.

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<sup>1</sup> HM Government (July 2015) Prevent Duty Guidance

## Preventing Extremism

Discovery is committed to preventing extremism and upholding British values in apprenticeships. We promote the fundamental British values, including freedom of speech, rights to be safe and listened to, by creating an environment that encourages every apprentice to raise any concerns.

Our commitment:

- Encourage all learners to develop a sense of autonomy and independence in their learning and development.
- Enable all learners to have the self-confidence and the vocabulary to resist inappropriate approaches.
- Work with employers to build their understanding of and commitment to the principles of Prevent duty.
- Liaise with other statutory agencies to ensure Safeguarding and Prevent duty legislative procedures are current.
- Liaise with external agencies to support staff and apprentices where a Prevent concern has been raised.

British values are defined as:

- Democracy
- The rule of law
- Individual liberty
- Mutual respect and tolerance for those with different faiths and belief.

## Channel Awareness

The Channel programme focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. It provides a mechanism for Discovery to make referrals if they are concerned that an apprentice might be vulnerable to radicalisation. An apprentices participation in the programme is entirely voluntary at all stages.

Discovery has a duty to cooperate with the Channel programme in the carrying out of its functions, and with the Police in providing information about an individual who is referred to Channel (Section 38, Counter Terrorism and Security Act 2015). ***Further guidance about duties relating to the risk of radicalisation is available in the Prevent Duty Guidance for FE.***

Discovery recognises and understands the importance of staff recognising any vulnerabilities. All staff are required to complete the mandatory Prevent training from the governments Channel awareness

[https://www.elearning.prevent.homeoffice.gov.uk/channel\\_awareness/01-welcome.html](https://www.elearning.prevent.homeoffice.gov.uk/channel_awareness/01-welcome.html)

- We are alert to changes in an apprentices' behaviour or attitude which could indicate that they need help or protection.

- When any member of staff has concerns that an apprentice may be at risk of radicalisation or involvement in terrorism, they should speak with the Safeguarding Lead for investigation and action.
- Disclosure records are held by the Director of programmes and apprenticeship learning and stored on a secure

Discovery understands that there is no single route to radicalisation. However, there are some behavioural traits that could indicate an apprentice has been exposed to radicalising influences.

### Signs of Radicalisation & Extremism

- Have low self-esteem.
- Be confused about their faith, sense of belonging, or identity.
- Be victims of bullying or discrimination.
- Feel isolated or lonely.
- Be experiencing stress or depression.
- Be going through a transitional period in their life.
- Be angry at other people or the government.

The following behaviours listed here are intended as a guide to help staff identify possible radicalisation:

### Outward appearance

- Becoming increasingly argumentative
- Refusing to listen to different points of view
- Unwilling to engage with students who are different
- Becoming abusive to students who are different
- Embracing conspiracy theories
- Feeling persecuted
- Changing friends and appearance
- Distancing themselves from old friends
- No longer doing things they used to enjoy
- Converting to a new religion
- Being secretive and reluctant to discuss their whereabouts
- Sympathetic to extremist ideologies and groups

### Online behaviour

- Changing online identity
- Having more than one online identity
- Spending a lot of time online or on the phone
- Accessing extremist online content
- Joining or trying to join an extremist organisation

## Events and external speakers

Discovery's apprenticeship teams:

- do not provide a platform for encouraging terrorism or inviting support for a proscribed terrorist organisation
- have procedures in place for the management of events, that clearly set out what is required for the event to proceed and to identify associated risks
- undertake any training to support the Prevent duty
- ensure that staff involved in the event are aware of the Prevent duty and that procedures are in place for sharing information about speakers with partners.

## Partnerships

Discovery's apprenticeship teams:

- have a single point of contact for operational delivery of Prevent-related activity
- have effective relationships with partners including police and regional Prevent co-ordinators
- share information about Prevent activity across the organisation and externally, as appropriate

## Risk Assessment

Discovery's apprenticeship teams:

- carry out risk assessment to assess where and how participants or staff involved in apprenticeships may be at risk of being drawn into terrorism
- develop a Prevent action plan where it identifies a risk, setting out the actions to mitigate the risk
- notify the relevant Prevent co-ordinator and other partners as necessary.

## Staff Training

All staff in Discovery's apprenticeship teams are trained to:

- understand the factors that make people vulnerable to being drawn into terrorism
- challenge extremist ideas
- exemplify British values in their contact with participants and general behaviours
- educate participants in British values

- encourage participants to respect other people
- take appropriate action in response to issues related to Prevent

In line with Government guidance, all staff will be required to undertake the following training:

<https://www.elearning.prevent.homeoffice.gov.uk/edu/screen1.html>

### **Pastoral support**

Discovery's apprenticeship teams:

- provide sufficient pastoral care and support for all participants on apprenticeships
- have clear policies for the use of prayer rooms and other faith-related facilities, and mechanisms for managing any issues arising from the use of the facilities.

### **IT Policies**

Discovery's apprenticeship teams:

- include specific reference to the Prevent duty in IT policies and procedures
- restrict access to harmful content, as part of the strategy to prevent people from being drawn into terrorism
- have clear policies for participants and staff using IT equipment to research terrorism and counter terrorism in the course of apprenticeships
- make use of specialist advice and support to help ensure that participants on apprenticeships are safe online and appropriate safeguards are in place.

### **Monitoring**

Implementation of the Prevent policy in apprenticeships is monitored through the quality assurance process carried out by Discovery. This process includes:

- direct observation of induction, training, coaching and other apprenticeship activities
- discussions with participants
- interviews with managers, staff and subcontractors
- review of relevant documentation including policies and procedures, records, complaints and training resources.

A quality assurance report relating to Prevent is provided to apprenticeship governance bodies every quarter. Discovery's apprenticeship self-assessment report and quality improvement plan includes a section on Prevent.

## Protecting Apprentices

Induction and on-going training take place to ensure that apprentices are aware of their personal responsibilities, understand the concept behind Prevent, and are resilient. The following topics are covered at induction and reinforced through training:

- Concept of vulnerability
- Definition of extremism and terrorism
- British values
- Risks and awareness
- Reporting
- Links to organisational values

Discovery staff know our apprentices well, so are in a prime position to recognise if they're acting out of character. We encourage and empower our staff to trust and have confidence in their professional judgement and get advice if something feels wrong.

### Reporting concerns:

All incidents must be reported to the Safeguarding Lead, Director of Programmes and Apprenticeship Learning. Depending on the nature of the concern parents or next of kin may need to be contacted. All decisions must be discussed with the apprentice.

#### Contact details:

- **Raj Babber, [raj.babber@discovery-adr.com](mailto:raj.babber@discovery-adr.com)**
- **Tel: 07487 596754**

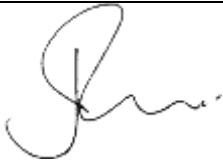
For serious concerns and referrals, the following should be contacted:

**Police:** For any concerns which may involve a crime, these should be reported to the Police on 0114 220 2020. You must mention that the incident has involved an adult at risk. The Police will make the decision on whether it is a crime or not.

**External agencies:** Where required, the Safeguarding Lead will refer or support staff with guidance on next steps and / or signposting to the relevant external agency.



**Document details:**

Version	Description	
1.0	Date Live:	2 <sup>nd</sup> December 2019
	Version Notes:	Updated policy content, branding & design of document.
	Reviewed by:	Raj Babber – 28 <sup>th</sup> November 2019
	Approved by:	Jonathan Evans – 29 <sup>th</sup> November 2019
2.0	Date Live:	15 <sup>th</sup> February 2021
	Version Notes:	Update to document control policy, which has been reflected.
	Reviewed by:	Raj Babber – 15 <sup>th</sup> February 2021
	Approved by:	Jonathan Evans – 15 <sup>th</sup> February 2021
3.0	Date Live:	15th February 2022
	Version Notes:	<p>Update to document control policy, which has been reflected throughout.</p> <p>Key areas have been made bold for auditing purposes.</p> <p>Page numbers have been inserted.</p> <p>Section 3 has been updated and amended with Signs of radicalisation and behaviours.</p> <p>This policy is reviewed annually has been added and the CEO signature.</p>
	Reviewed by:	Raj Babber – 15th February 2022
	Approved by:	Jonathan Evans – 15th February 2022
	Signed by:	

This policy is reviewed annually. The next scheduled date to review this policy is: 15<sup>th</sup> February 2023.