

## **Shreeji Training – Prevent and Safeguarding**

Introduction - The Prevent and Safeguarding Policy for Shreeji Training reflects the importance of our responsibility to safeguard and promote the welfare of all our learners and staff by protecting them from physical, sexual or emotional abuse, neglect and bullying. We are committed to providing a caring, friendly and safe environment for all our learners so that they can learn in a relaxed and secure atmosphere. We believe everyone should be able to participate in all learning and social activities in an enjoyable and safe environment and be protected from harm.

### **Statutory Framework;**

Shreeji Training have a statutory requirement under The Prevent Duty (The Counter-Terrorism and Security Act June 2015) and Social Media for Online Radicalisation (July 2015) as well as the **Safeguarding Vulnerable Groups Act (SVGA) 2006** to help avoid harm, or risk of harm, by preventing learners who are deemed unsuitable to work with vulnerable adults from gaining access to them through their work. The **Independent Safeguarding Authority** was established as a result of this Act. This Policy should be read in conjunction with these procedures and guidance.

The main aims of this policy are to ensure that staff are fully engaged in being vigilant about raising awareness and ensure that we work alongside other professional bodies and agencies to ensure that our learners and staff are safe from harm.

Radicalisation is defined as the act or process of making a person more radical or favouring of extreme or fundamental changes in political, economic or social conditions, institutions or habits of the mind.

Extremism is defined as the holding of extreme political or religious views. At Shreeji Training, we are fully committed to safeguarding and promoting the welfare of all learners and staff. We recognise that safeguarding against radicalisation is no different from safeguarding against any other vulnerability.

At Shreeji Training, all employees are expected to uphold and promote the fundamental principles of British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs and those with no faith.

The principle objectives of this policy are that:

- All staff will understand what radicalisation and extremism are and why we need to be vigilant.
- All learners and staff will be made aware that Shreeji Training has policies in place to keep them safe from harm and that Shreeji Training Senior Management Team regularly reviews the systems to ensure they are appropriate and effective.

Shreeji Training curriculum promotes respect, tolerance, and diversity. Learners and staff are encouraged to share their views and recognise that they are entitled to have their own different beliefs which should not be used to influence others.

It is recognised that learners or staff with low aspirations are more vulnerable to radicalisation and, therefore, we strive to equip our learners and staff with confidence, self-belief, respect and tolerance as well as setting high standards and expectations for themselves.

Learners and staff are briefed during initial IAG, learner inductions and ongoing training activities about how to stay safe when using the Internet and are encouraged to recognise that people are not always who they say they are online. They are taught to seek help if they are upset or concerned about anything they read or see on the Internet.

Through various training activities including Side by Side Training, Channel Awareness and revised training for ESOL learners, we will ensure that our staff are fully aware of the threats, risks and vulnerabilities that are linked to radicalisation; are aware of the process of radicalisation and how this might be identified early on.

***Designated Safeguarding & Prevent Person – Pooja Barot (Director)***

***email: [pooja@shreejitraining.com](mailto:pooja@shreejitraining.com) , telephone: 0208 596 5047***

***Standby (Back up) Safeguarding & Prevent Person – Ahmad Qandeel (Head of Academic Quality)***

***email: [academichead@shreejitraining.com](mailto:academichead@shreejitraining.com) , telephone: 0208 596 5047***

An integral aspect of safeguarding is the PREVENT duty, which requires the Education sector to have "due regard to the need to prevent people from being drawn into terrorism", supporting terrorism or being drawn into non-violent extremism. Counter-Terrorism and Security Act Sect 26 CTS Act places a duty on certain bodies to have "due regard to the need to prevent people from being drawn into terrorism".

Guidance is issued under Section 29 of the Act:

- Respond to the ideological challenge of terrorism and the threat we face from those who promote it
- Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support
- Work with sectors and institutions where there are risks of radicalisation that we need to address

**Prevent and Safeguarding Policy - Purpose of Prevent**

- Prevent aims to safeguard vulnerable individuals (both adults and children) who may be at risk of potentially becoming involved in terrorist activities.
- It also aims to support institutions, such as schools, colleges and universities where this may happen.
- All frontline staff have a responsibility to report any instances where they think they have identified a Safeguarding issue to their Safeguarding Officer Responsibilities All provider staff have a legal responsibility under the Prevent Duty to make sure that:
- They have undertaken training in the Prevent Duty as identified by their management
- They are aware of when it is appropriate to refer concerns about learners to the Prevent officer, usually the provider's Safeguarding officer
- They exemplify British values of "democracy, the rule of law, individual liberty and mutual respect and tolerance for those with different faiths and beliefs" into their practice

The Prevent Strategy will specifically:

- Respond to the ideological challenge of terrorism and the threat we face from those who promote it
- Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support and work with sectors and institutions where there are risks of radicalisation which we need to address

CONTEST is the Government's Counter Terrorism Strategy, published in July 2006 and refreshed in March 2009. The aim of the strategy is 'to reduce the risk from international terrorism, so that people can go about their lives freely and with confidence.'

CONTEST has four strands, often known as the four Ps. The aims of the 4 Ps are:

- PREVENT - to stop people becoming terrorists or supporting violent extremism
- PURSUE - to stop terrorist attacks through disruption, investigation and detection
- PREPARE - where an attack cannot be stopped, to mitigate its impact
- PROTECT - to strengthen against terrorist attack, including borders, utilities, transport infrastructure and crowded places

What is Extremism? The Government has defined extremism as "vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs". This also includes calls for the death of members of the British armed forces.

What is Terrorism? An action that endangers or causes serious violence to a person/people, causes serious damage to property or seriously interferes or disrupts an electronic system. The use of threat must be designed to influence the Government or to intimidate the public and is made for the purpose of advancing a political, religious or ideological cause.

What is radicalisation? People can be drawn into violence or they can be exposed to the messages of extremist groups by many means. The risk of radicalisation is the product of a number of factors and identifying this risk requires that staff exercise their professional judgement, seeking further advice as necessary. It may be combined with other vulnerabilities or may be the only risk identified. Potential indicators include:

Use of inappropriate language

- Possession of violent extremist literature
- Behavioural changes
- The expression of extremist views
- Advocating violent actions and means
- Association with known extremists
- Seeking to recruit others to an extremist ideology

The Government has defined extremism as "vocal or active opposition to fundamental British Values", which include:

- Individual liberty
- Rule of law
- Democracy
- Mutual respect and tolerance of different faiths and beliefs.

This includes not discriminating against those with protected characteristics (Equality Act 2010), namely:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion and belief
- Sex
- Sexual orientation

## Channel

Channel is an early intervention multi-agency process designed to safeguard vulnerable people from being drawn into violent extremist or terrorist behaviour. Channel works in a similar way to existing safeguarding partnerships aimed at protecting vulnerable people.

Who does Channel work with? Channel is designed to work with individuals of any age who are at risk of being exploited by extremist or terrorist ideologues. The process is shaped around the circumstances of each person and can provide support for any form of radicalisation or personal vulnerabilities.

How does Channel work? Each Channel Panel is chaired by a local authority and brings together a range of multi-agency partners to collectively assess the risk and can decide whether a support package is needed. The group may include statutory and non-statutory partners, as well as lead safeguarding professionals. If the group feels the person would be suitable for Channel, it will look to develop a package of support that is bespoke to the person. The partnership approach ensures those with specific knowledge and expertise around the vulnerabilities of those at risk are able to work together to provide the best support.

What does Channel support look like? Channel interventions are delivered through local partners and specialist agencies. The support may focus on a person's vulnerabilities around health, education, employment or housing, as well as specialist mentoring or faith guidance and broader diversionary activities such as sport. Each support package is tailored to the person and their particular circumstances.

How will the person be involved in this process? A person will always be informed first if it's felt that they would benefit from Channel support. The process is voluntary and their consent would be needed before taking part in the process. This process is managed carefully by the Channel Panel.

Who can make a referral? Anyone can make a referral. Referrals come from a wide range of partners including education, health, youth offending teams, police and social services.

What happens with the referral? Referrals are first screened for suitability through a preliminary assessment by the Channel Coordinator and the local authority. If suitable, the case is then discussed at a Channel panel of relevant partners to decide if support is necessary. Raising a concern If you believe that someone is vulnerable to being exploited or radicalised, please use the established safeguarding or duty of care procedures within your organisation to escalate your concerns to the appropriate leads, who can raise concerns to Channel if appropriate.

### **Staff Training;**

SHREEJI TRAINING has a duty to promote safeguarding issues and measures to staff and ensure that they:

- Analyse their own practice against established good practice and assess risk to ensure their practice is likely to protect them from false allegations. Recognise their responsibilities and report any concerns about suspected poor practice or possible abuse (Code of Conduct)
- Follow the guidelines for staff (quick guide)
- Undertake annual online training via Side by Side on the Education and Training Foundation on Safeguarding, Prevent, British Values and Staying safe online to increase awareness of current issues and legislation to demonstrate how these link together to ensure learners are safe and secure while on training with Shreeji Training.
- Specialist Safeguarding training for Designated Safeguarding Person to ensure that they take ownership for any Safeguarding concerns.

### **Learner Training;**

Shreeji Training will provide Information Advice and Guidance (IAG) for learners on Safeguarding in all the following stages of learning:

- Engagement and recruitment stages
- Introduction to Safeguarding at induction
- Health & Safety vetting through WSRA recording structure
- Online Training through Side by Side which focuses on Safeguarding / Prevent and British Values as well as Staying Safe Online.
- Training Advisors/Assessors/Tutors embed IAG on Safeguarding, Prevent and British Values as part of ongoing learning either through 1-1 or group training delivery and capture this learning during progression and exit reviews

### **DBS Checks;**

Shreeji Training has a responsibility to ensure safe recruitment and employment practices. New and existing staff who frequently or intensively work with young people and vulnerable adults in training, supervision, advice, treatment and transport will be checked through the Home Office for criminal record information. All potential new employees will be subjected to pre-employment checks in addition to DBS checks.

Shreeji will carry out the following checks:

- Identity
- DBS
- POCA, POVA, List 99 and Disqualification Lists
- Qualifications
- Professional Status
- Eligibility to work within the UK
- Health and Sickness Records

These checks will be conducted and undertaken, prior to and before, a contract of employment is offered to the individual(s).

Our contacts for local authority are as below-

**MASH team:**

Tel: 01708 433 222

Fax: 01708 433 375

Email: [tmash@havering.gov.uk](mailto:tmash@havering.gov.uk)

Out of hours emergency: 01708 433 999

Manager- Jools Seiuliali

**Prevent:**

Name: Colette Ham

Tel: 01708 432 339

Email- [Colette.ham@havering.gov.uk](mailto:Colette.ham@havering.gov.uk)

## **Shreeji Training - SAFEGUARDING PROCEDURE**

### **Purpose**

It is the purpose of this procedure to ensure that all Young People and Vulnerable Adults are safeguarded, showing Shreeji Training's commitment to provide protection for all learners on programme.

### **Responsibilities**

It is the overall responsibility of Shreeji Training to ensure that DBS processes are undertaken for delivery staff with access to learners in person or those conducting administrative duties.

#### **It is the responsibility Shreeji Training to:**

- Appoint a Designated Safeguarding Person.
- Appoint a Prevent lead
- Ensure that all employed staff and associates have a recent DBS check.
- Ensure all staff have received training, information and support on all aspects of safeguarding including but not limited to safer recruitment practices, internet & social media safety, bullying, grooming & abuse, Prevent, exploitation and extremism.
- Ensure that all staff support available is carried out in a confidential manner.
- Ensure Prevent awareness for all staff takes place and fundamental British values are adhered to for all staff and learners
- Ensure referral agencies and support posters / guides are placed in prominent places for staff and learners to see and provide support for employers in ensuring their funded learners are protected and safe from abuse or extremism (and all the features these include)
- Ensure the safeguarding process is adhered to and correct documentation, evidence and support has been provided.
- Carry out internal investigation should it be appropriate.
- Monitor the progress of cases daily as required.

#### **It is the responsibility of the Designated Safeguarding Person to:**

- Investigate, improve, monitor and review company policies and procedures.
- Take action on referrals from both internal and external sources.
- Make decisions about referrals to Social Services Child Protection Team.
- Endeavour to keep up to date with all Young People/Vulnerable Adult Protection legislation.
- Chair case discussions if appropriate.
- Collect all necessary data and ensure it is kept strictly confidential and protected by password access, stored under lock and key.
- Determine if an internal investigation is required and liaise with Social Services and the Police to avoid compromising any official investigation.
- Liaise with the Director and or senior manager of the delivery partner to ensure all necessary support and guidance is available as appropriate.

- Ensure HR & recruitment practices are fit for purpose and in line with safer recruitment practices.