

POLICY TO SUPPORT THE PREVENTION OF EXTREMISM AND RADICALISATION (PREVENT)

Any member of staff or learner with Coventry and Warwickshire Chamber of Commerce Training who has any concerns regarding the issues identified within this guidance policy should report those concerns immediately to the Designated Safeguarding Lead who is

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**Sally Lucas
Executive Director**

1. INTRODUCTION

- 1.1 Coventry and Warwickshire Chamber of Commerce Training **CWCCT** takes its responsibilities for safeguarding very seriously. In accordance with the Counter Terrorism and Security Act 2015 **CWCCT** is committed to providing a safe and inclusive learning environment. This Prevent Policy outlines our approach to safeguarding learners and staff from the risk of radicalisation and extremism, in line with the UK government's Prevent Duty under the Counter Terrorism and Security Act 2015. This policy has been developed to provide a framework for managing this responsibility.
- 1.2 The current threat from terrorism and extremism in the United Kingdom is severe and poses a threat to national security which may involve the exploitation of vulnerable people, including children and young people. **CWCCT's** policy provides guidance with regard to safeguarding young people who may be vulnerable to the messages of extremism in conjunction with associated policies including Safeguarding and Equality and Diversity. It also provides details of the values upheld by **CWCCT** and demonstrates our commitment to Channel, the multi-agency programme which works to provide support to people at risk of radicalisation and extremism.

2. PURPOSE AND SCOPE

- 2.1 This policy applies to all learners, staff, volunteers and stakeholders engaged with **CWCCT**. It aims to:
- Identify risks of radicalisation and extremism.
 - Provide appropriate training and awareness for staff.
 - Establish procedures for reporting and responding to concerns.
 - Promote British values, including democracy, the rule of law, individual liberty and mutual respect.

3. DEFINITIONS

- 3.1 **Radicalisation** is defined as the process by which people come to support terrorism and extremism and, in some cases, to then participate in terrorist groups.
- 3.2 **Extremism** is vocal or active opposition to fundamental British values. We also include in our definition of extremism, calls for the death of members of our armed forces, whether in this country or overseas (HM Government Prevent Strategy 2011).
- 3.3 **Terrorism** is the use or threat of action designed to influence government or intimidate the public for political, religious or ideological causes.

4. RESPONSIBILITIES

- 4.1 **Senior Management Team:** Ensure compliance with the Prevent Duty and oversee implementation.
- 4.2 **Staff and Volunteers:** Identify signs of radicalisation and refer concerns through the appropriate channels.
- 4.3 **Designated Safeguarding Lead (DSL):** Act as the key contact for Prevent-related concerns and liaise with external agencies.

5. EQUALITY, DIVERSITY & COMMUNITY COHESION

- 5.1 **CWCCT** aims to guide its learners to understand others, to promote common British values and respect diversity. We take our responsibility for preparing young people to establish a fulfilling and rewarding lifestyle that will enable them to uphold human rights and develop the skills needed to participate in work and communities of a modern British society.
- 5.2 **CWCCT'S** aim is to ensure learners are equipped with the knowledge and confidence to contribute to a society with a common vision and sense of belonging by all.

6. LEADERSHIP AND VALUES

- 6.1 Our leadership and values are to provide an environment and culture upholding core British values, demonstrating a shared commitment to the responsibility and wellbeing of all learners, staff and visitors which promotes respect, equality and diversity and understanding for people of all faiths, races and cultures with respect and tolerance. This will be achieved through:
- promoting organisational values, commitment, and codes of practice within learning and partnership working
 - developing staff knowledge and learners understanding of PREVENT and how they contribute to a safer society
 - engage with schools, local authorities, police and other agencies

7. PROMOTION AND COMMITMENT

- 7.1 C&W Chamber Training will promote this policy through visual displays around the training facility; in electronic materials (Guide to Apprenticeships for learners and employers); on its website; in curriculum delivery – teaching, learning and assessment; progress review meetings and broadcast announcements on the e-portfolio system.
- 7.2 Commitment to the policy will be monitored through:
- Annual self-assessment and development planning
 - Employer and learner surveys
 - Data analysis, including retention, achievement and progression
 - Collecting and disseminating examples of good practice
 - Investors in People review process and annual management review

8. STAFF AND VOLUNTEER TRAINING

- 8.1 All staff will receive training on Prevent and safeguarding to:
- Recognise signs of radicalisation.
 - Understand referral procedures.
 - Promote inclusive and respectful learning environments.
- 8.2 Staff and volunteers will be trained in the implementation of the policy in annual refresher updates. All staff are reminded about learner protection arrangements throughout the year during whole company staff communication briefings (6-weekly) and are encouraged to report any concerns they may have about changes in learners' behaviours to the designated safeguarding officer.
- 8.3 The management team and designated safeguarding officer will engage with the DfE Prevent Lead Further and Higher Education (West Midlands) to ensure that local extremist intelligence is disseminated within the organisation.

9. LEARNING AND DEVELOPMENT

9.1 In order to fulfil the legal responsibility contained within the Prevent duty statement, C&W Chamber Training will provide a curriculum which develops both learners' and employers' understanding of the potential risks of radicalism and build confidence in their own ability to appreciate and respect their own and other cultures and to make clear judgements with regard to extremist ideology. This will be achieved through:

- enabling learners to develop their self-knowledge, self-esteem and self-confidence;
- enabling learners to distinguish right from wrong and to respect the civil and criminal law of England
- embedding equality, diversity and inclusion into curriculum
- promoting wellbeing and community cohesion
- providing a curriculum that builds confidence and knowledge to enable learners to make clear and judgements, through critical analysis and pro social values, challenging extremism and radicalism
- promoting external programmes, agencies or groups to support learning that support organisational and British values
- encouraging individuals to accept responsibility for their behaviour, show initiative and understand how they can contribute positively to society
- create resilience to extreme narratives through dialogue and discussion which promotes British values

10. LEARNER SUPPORT

10.1 We will ensure that staff have the information to take preventative action working with partner agencies, professionals, relatives and employers. This will be achieved through:

- maintaining robust support arrangements for learners with dedicated Training Advisors and Trainers
- ensuring learners have clear communication channels with appropriate support
- implementing anti-bullying strategies and challenging any discriminatory behaviour
- supporting learners at risk through robust safeguarding processes
- focussing on supporting groups of learners identified as higher risk
- effective response channels to report changing behaviours and areas of concern

11. MANAGING RISKS AND RESPONDING TO EVENTS

11.1 **CWCCT** will ensure that they are able to demonstrate an awareness and understanding of the risk of radicalisation, appreciating that this can change rapidly. This will be done by senior management through existing risk measures and the continual development of staffs' understanding and abilities to deal with any concerns through the appropriate channels.

11.2 This will ensure **CWCCT** is equipped to deal with and issues or concerns that may arise by:

- having a good understanding the nature and impact of extremism
- managing internal risk and external influences that promote potential risk
- remaining aware and respond to events in local, national or international news that may impact on learners
- ensuring measures are in place for early intervention to minimise the potential for acts of radicalism or extremism

- ensuring emergency response plans are in place plans if a threat or incident occurs
- embedding PREVENT into e-safety and responsible user policies

12. IT AND ONLINE SAFETY

- 12.1 **CWCCT** will implement appropriate IT controls to prevent access to extremist content. Learners will be encouraged to use the internet safely and responsibly.
- 12.2 Specialist filtering software will be in place to ensure that learners are not able to access websites deemed to be inappropriate.

13. NATIONAL GUIDANCE AND STRATEGIES

- 13.1 **PREVENT** is a key part of the Government's strategy to stop people becoming terrorists or supporting terrorism. Early intervention is at the heart of PREVENT in diverting people away from being drawn into terrorist activity. PREVENT happens **before** any criminal activity takes place. It is about recognising, supporting and protecting people who may be susceptible to radicalisation.

- 13.2 The PREVENT strategy objectives are:

Ideology responding to the ideological challenge of terrorism and the threat we face from those who promote it

Individuals preventing people from being drawn into terrorism and ensure they are given the appropriate advice and support

Institutions working with sectors and institutions where there are risks of radicalisation which we need to address

- 13.3 All staff and volunteers will have an awareness of the **prevent** agenda and the various forms of radicalisation takes in being able to recognise signs and indicators or concerns and respond appropriately

14. IDENTIFYING CHANGES OF BEHAVIOUR

- 14.1 The following lists are not exhaustive and all or none may be present in individual cases of concern. Nor does it mean that vulnerable young people experiencing any of these factors are automatically at risk of exploitation for the purposes of extremism. There is an accepted view that a complex relationship between the various aspects of an individual's identity determines their vulnerability to extremism.

14.2 Vulnerability

Identity crisis: Distance from cultural/religious heritage and uncomfortable with their place in the society around them

Personal crisis: Family tensions; sense of isolation; adolescence; low self-esteem; disassociating from existing friendship group and becoming involved with a new and different group of friends; searching for answers to questions about identity, faith and belonging

Personal

circumstances: Migration; local community tensions, events affecting country or region of origin; alienation from UK values; having a sense of grievance that is triggered by personal experience of racism or discrimination or aspects of Government policy

Unmet aspirations: Perceptions of injustice; feeling of failure; rejection of civic life

Criminality: Experiences of imprisonment; poor resettlement/reintegration; previous involvement with criminal groups

14.3 Access to extremist influences

- Reason to believe that the young person associates with those known to be involved in extremism
- Possession of distribution of extremist literature/other media material likely to incite racial/religious hatred or acts of violence
- Use of closed network groups via electronic media for the purpose of extremist activity

14.4 Experiences, behaviours and influences

- Experience of peer, social, family or faith group rejection
- International events in areas of conflict and civil unrest had a personal impact on the young person resulting in a noticeable change of behaviour
- Verbal or written support of terrorist attacks
- First-hand experience of racial or religious hate crime
- Extended periods of travel to international locations known to be associated with extremism
- Evidence of fraudulent identity/use of documents to support this
- Experience of disadvantage, discrimination or social exclusion
- History of criminal activity
- Pending a decision on their immigration/national status

14.5 More critical risk factors include:

- Being in contact with extremist recruiters
- Voicing support for extremist causes or leaders
- Accessing extremist websites, especially those with a social networking element
- Possessing extremist literature
- Justifying the use of violence to solve societal issues
- Joining extremist organisation
- Significant changes to appearance/behaviour

15. REFERRAL AND INTERVENTION PROCESS

- 15.1 a. Concerns should be reported to the DSL immediately.
b. The DSL will assess the risk and escalate it to external agencies if necessary.
c. All referrals will be handled sensitively and confidentially.

15.2 Where issues are raised by apprentices or employees, the matter will be referred to the designated safeguarding lead who will investigate the concerns before contacting the relevant authorities to escalate the investigation.

15.3 Where a young person is thought to be in need/or at risk of significant harm, and/or where investigations need to be carried out the designated Safeguarding person will refer to the relevant Child Protection Officer/Local Authority Work Related Team. However it should be noted that concerns of this nature, in relation to extremism, are most likely to require a police investigation (as part of the Channel process) therefore the designated safeguarding person will contact:

15.4 Warwickshire: Safer Neighbourhood Team, Leamington Police Station on 01926 684248 (Voicemail 11680)

Coventry: prevent@coventry.gov.uk
Balbir Sohal, Prevent Education Officer Balbir.sohal@coventry.gov.uk
Viv Brosnahan, Prevent Education Officer Viv.brosnahan@coventry.gov.uk

DfE Contact: Contact: Sheri Alamgir Email: Alamgir.SHERIYAR@education.gov.uk

16. CHANNEL REFERRAL PROCESS

16.1 Some concerns which are identified may have a security dimension to them. For this reason, it is important that liaison with the police forms an early part of all investigations. The relevant police force will carry out an initial assessment and, if appropriate, set up a multi-agency meeting to agree actions for supporting the individual. If it is deemed that there are no concerns around radicalisation, appropriate and targeted support will be considered for the young person.

17. POLICY REVIEW ARRANGEMENTS

17.1 This policy is subject to annual review.



Signed: (Executive Director)

Date: 1st August 2024

Counter Terrorism 2025/26 – Action Plan

Objective	Action	Who	When	Progress to Date
Develop staff knowledge to ensure a comprehensive understanding of the government prevent strategy.	All staff to complete a programme of development including induction training and CPD to continue to raise awareness of the Prevent agenda	Executive Director	January 2026 on ongoing	
Understanding the issues/signs: raising awareness of local, national and international threats	Key personnel to attend WRAP training as specialist support	WRAP specialists	March 2026	
	Update CWCCT board of responsibilities within the Prevent agenda	Executive Director	Ongoing May 2026	
Review ,design and deliver curriculum with activities which ensure learners' understanding risk and promotes social cohesion	Ensure curriculum meets the needs of individuals, challenges extremism, promotes British values, equality and diversity	Training Managers	Dec 2025 on ongoing	
Provide access to advice and support across a range of media	Develop materials that advice and support learner understanding and behaviours	Training Managers	March 2026 on ongoing	Insight briefs developed and on the Onefile resource library Website information development ongoing
Review processes and policies to ensure that they are relevant and reflect the statutory requirements of the business	Review Business Continuity and Disaster Management Policy	Executive Director	April 2026	
	Amend Safeguarding policies and procedures	Executive Director	Ongoing	
Recognise the impact and reach of the internet as well as the risks and access to unregulated and misleading information	Review Acceptable Use and associated policies Raise awareness amongst staff and learners of digital safety through training	Executive Director	Jan 2026 Feb 2026	General safety information can be found at www.thinkyouknow.co.uk

Objective	Action	Who	When	Progress to Date
Ensure both training centres and external areas are safe and risks are defined	Review premises, safety procedures and risk assessments	Executive Director	January 2026	Risk assessment under review
Prepare staff to be responsive to potential incidents	Develop an emergency incident response process & lockdown policy	Executive Director	April 2026	
Review impact of training activities for staff	Evaluate training and development activities December 2025	Executive Director Training Managers	Ongoing	Staff confident following the training updates will take place and new staff in line with the West Midlands strategy
Review learner's knowledge prevent	Review classroom feedback and learner surveys	Training Managers	November 2025	Health & Safety group review
Liaise with external partners to maintain Prevent knowledge and share best practice.	Review section 1 Keeping children safe in education Statutory guidance for schools and colleges	Training Managers All staff	Sept 2025 / Sept 2026	