

1. Policy Statement

Supply Chain Academy Ltd is committed to safeguarding and promoting the welfare of all apprentices, staff, and stakeholders. This includes protecting individuals from the risks of radicalisation and extremism.

We recognise our duty under Section 26 of the Counter-Terrorism and Security Act 2015 to have due regard to the need to prevent people from being drawn into terrorism.

Prevent is embedded within our wider safeguarding approach and is delivered in line with:

- Keeping Children Safe in Education (KCSIE) 2025
- Prevent Duty Guidance for England and Wales
- Ofsted Education Inspection Framework
- Apprenticeship Funding Rules (as a condition of funding compliance)

2. Scope

This policy applies to:

- All apprentices
- All staff (including subcontractors where applicable)
- Employers engaged in apprenticeship delivery
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It covers all delivery locations, including workplace settings, online environments, and off-the-job training.

3. Definitions

- Radicalisation: Process by which an individual comes to support extremist ideologies
- Extremism: Opposition to fundamental British Values
- Terrorism: Use or threat of serious violence or disruption to influence or intimidate

4. Prevent Duty Framework

4.1 Risk Assessment

We maintain a proportionate Prevent risk assessment considering:

- Apprentice demographics
- Employer sectors
- Delivery methods
- Local and national risks

Local risks are collated on a monthly basis and shared with learners via Aptem.

The Safeguarding and Prevent Risk Register is reviewed and updated every 3 months, or sooner where new risks are identified.

Risk assessments inform decision-making and safeguarding responses, including consideration of radicalisation risk.

Reviewed annually or following incidents.

4.2 Staff Training

All staff:

- Receive Prevent training at induction
- Complete annual refreshers

DSL receives enhanced training.

4.3 Working in Partnership

We work with:

- Safeguarding agencies
- Prevent/Channel partners
- Employers

Employers are expected to support safeguarding and report concerns.

4.4 IT and Online Safety

We address risks of online radicalisation through:

- Safe digital practices
- Staff and learner awareness

5. Roles and Responsibilities

Designated Safeguarding Lead (DSL)

- Leads Prevent implementation
- Manages referrals
- Maintains records

Prevent Lead

- Maintains risk assessment
- Oversees training

Tutors

- Identify and report concerns

Employers

- Support safeguarding
- Report concerns

6. Identifying Risk

Indicators include:

- Behaviour changes
- Isolation
- Exposure to extremist content

7. Referral Process

All safeguarding and Prevent concerns are managed through a single, integrated process.

- All concerns must be reported using the Safeguarding & Prevent Concern Form
- Concerns must be escalated to the Designated Safeguarding Lead (DSL) within 2 hours

The DSL will assess all concerns against both safeguarding and Prevent thresholds.

Decision-Making

The DSL will determine the appropriate action based on risk:

- Low risk → Monitor
- Medium risk → Support / Discuss
- High risk → Refer

Where a risk of radicalisation or extremism is identified:

- This will be treated as a safeguarding concern
- Referral will be made to Prevent/Channel as appropriate

Referrals will be made to:

- Children's or Adult Social Care, or
- Prevent/Channel (where radicalisation risk is identified)

High-risk Prevent concerns must be referred on the same day.

Prevent concerns are not treated separately but are embedded within safeguarding decision-making.

Safeguarding and Prevent concerns are managed in line with the organisation's Safeguarding & Prevent flowchart.

8. Channel Process

Channel provides early intervention and support through a multi-agency approach.

9. Embedding Prevent

Through:

- Induction
- Reviews
- Curriculum

10. Employer Engagement

Employers are briefed on safeguarding and Prevent responsibilities.

11. Monitoring

We ensure effectiveness through:

- Annual policy review
- Internal audits
- Staff training monitoring
- Review of safeguarding and Prevent records

Prevent effectiveness is evaluated through:

- Learner engagement (including Aptem activity)
- Staff feedback and confidence
- Safeguarding audits
- Analysis of incident trends and Prevent-related concerns

Data from Safeguarding & Prevent Concern Forms is reviewed by the DSL to identify trends, patterns, and emerging risks.

Prevent is included in:

- Self-Assessment Report (SAR)
- Quality Improvement Plan (QIP)

12. Record Keeping

We maintain secure records of:

- Staff training
- Safeguarding and Prevent concerns
- Referrals and outcomes

All concerns are recorded using the Safeguarding & Prevent Concern Form to ensure consistency of reporting and escalation.

Prevent records are held centrally in a controlled access location alongside safeguarding records.

Records are accurate, timely, confidential, and subject to regular review by the Designated Safeguarding Lead to identify patterns, themes, and emerging risks.

13. Freedom of Speech

Balanced with safeguarding duty.

14. Partnership Arrangements (Higher Education Delivery)

Supply Chain Academy Ltd delivers apprenticeship training in partnership with a higher education institution acting as the main provider for degree apprenticeship programmes.

14.1 Accountability

- The main provider holds overall accountability for safeguarding and Prevent compliance in line with funding rules and regulatory requirements
- Supply Chain Academy Ltd is responsible for day-to-day safeguarding and Prevent implementation for apprentices under its delivery

14.2 Escalation and Reporting

Where a safeguarding or Prevent concern is identified:

- All concerns are managed initially in line with this policy
- The Designated Safeguarding Lead (DSL) will assess risk and determine immediate actions

In addition:

- Relevant safeguarding and Prevent concerns will be reported to the main provider in line with agreed partnership protocols
- Joint decision-making will take place where required, particularly for higher-risk cases

14.3 Information Sharing

Supply Chain Academy Ltd will:

- Share safeguarding and Prevent-related information with the main provider where necessary to protect apprentices
- Ensure information sharing is proportionate, secure, and compliant with data protection legislation

14.4 Policy Alignment

This policy operates alongside the main provider's safeguarding and Prevent policies.

- Where procedures differ, the higher safeguarding standard will be applied
- Staff will be made aware of any partnership-specific requirements

14.5 Joint Monitoring and Assurance

Prevent compliance is monitored through:

- Partnership review meetings
- Quality assurance and audit processes
- Oversight from the main provider and regulatory bodies

14.6 Staff Awareness

All staff involved in higher education delivery will:

- Be briefed on partnership safeguarding arrangements
- Understand escalation routes to the main provider
- Follow both organisational and partnership requirements

15. Review

Reviewed annually or as required.

