Prevent Policy 2026-2027

Document Control

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Author	Head of Operations and Compliance
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Related regulatory framework	Counter-Terrorism and Security Act 2015; Prevent Duty Guidance: England and Wales (2023); Channel Duty Guidance; Keeping Children Safe in Education 2026 where applicable; Ofsted Further Education and Skills Inspection Toolkit and Operating Guide; current apprenticeship funding rules; Equality Act 2010; Data Protection Act 2018 and UK GDPR

1. Policy Statement

Supply Chain Academy Ltd (SCA) is committed to safeguarding and promoting the welfare of all apprentices, staff and stakeholders. This includes protecting people who may be susceptible to radicalisation and reducing the risk of individuals becoming terrorists or supporting terrorism.

SCA recognises its responsibilities 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 forms part of SCA's wider safeguarding arrangements. Concerns about susceptibility to radicalisation are identified, reported, assessed and responded to through the organisation's established safeguarding procedures.

SCA applies the Prevent duty proportionately, fairly and without discrimination. Prevent is not targeted at any particular faith, community, ethnicity or political viewpoint. Decisions will be based on relevant information, professional judgement and the circumstances of each case.

SCA's approach supports the three objectives of Prevent:

- tackling the ideological causes of terrorism;
- intervening early to support people who may be susceptible to radicalisation; and
- enabling people who have already engaged in terrorism to disengage and rehabilitate.
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This policy is informed by:

- Counter-Terrorism and Security Act 2015;
- Prevent Duty Guidance: England and Wales (2023);
- current Channel Duty Guidance;
- Keeping Children Safe in Education 2026, where applicable to apprentices under 18;
- Ofsted Further Education and Skills Inspection Toolkit and Operating Guide;
- current apprenticeship funding rules;
- Equality Act 2010;
- Data Protection Act 2018 and UK GDPR; and
- SCA's Safeguarding Policy and associated procedures.

2. Scope

This policy applies to:

- all apprentices;
- all employees, agency staff, associates and volunteers;
- subcontractors and delivery partners, where applicable;
- employers engaged in apprenticeship delivery;
- members of the Board and senior leadership;
- visitors and external speakers; and
- any person undertaking activity on behalf of SCA.

It applies across workplace settings, face-to-face and remote delivery, online environments, off-the-job training, progress reviews, employer premises, partnership provision and digital learning platforms.

3. Definitions

Prevent: Part of the United Kingdom's counter-terrorism strategy. Its purpose is to stop people becoming terrorists or supporting terrorism through early intervention and proportionate support.

Radicalisation: The process through which a person comes to legitimise support for, or the use of, terrorist violence.

Susceptibility to radicalisation: Circumstances in which a person may be open to, influenced by or vulnerable to radicalising influences. There is no single profile and assessment must not be based on stereotypes or protected characteristics.

Terrorism: Terrorism as defined in the Terrorism Act 2000 and subsequent relevant legislation.

Extremism: For this policy, extremist views or activity are relevant to Prevent where they are connected to terrorism, support for terrorism, or the potential for a person to be drawn into terrorism. Lawful controversial or unpopular views do not, by themselves, establish susceptibility.

Channel: A voluntary, confidential, multi-agency programme providing support to people susceptible to becoming involved in terrorism.

British Values: Democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs.

4. Prevent Duty Framework

4.1 Leadership and accountability

Senior leaders are responsible for embedding Prevent within safeguarding, quality assurance, curriculum, staff development and governance. SCA will ensure that responsibilities are clearly allocated, staff understand escalation arrangements, resources are proportionate to risk, and leaders receive sufficient assurance information.

4.2 Risk assessment

SCA maintains a documented and proportionate Prevent risk assessment informed by:

- local and national terrorism risks;
- apprentice age groups, demographics and support needs;
- delivery locations, employer sectors and workplace environments;
- online and remote delivery;
- curriculum and programme content;
- partnership and subcontracted provision;

- external speakers and visitors; and
- intelligence arising from concerns, learner voice and staff feedback.

The risk assessment identifies risks, controls, further actions, responsible owners, review dates and evidence of completion. Local risks are reviewed regularly and relevant information is shared with apprentices through Aptem, training, progress reviews and safeguarding communications.

The Safeguarding and Prevent Risk Register is reviewed at least quarterly and sooner where risks, legislation, delivery arrangements or intelligence change. The overall risk assessment is formally reviewed at least annually and after any significant incident.

4.3 Staff training and capability
All staff receive Prevent awareness training during induction and proportionate refresher training. Training enables staff to recognise possible concerns, avoid stereotypes, apply professional curiosity, understand escalation routes and respond to immediate danger.

Staff with designated safeguarding or Prevent responsibilities receive enhanced, role-specific training covering current ideologies and threats, susceptibility, referral decisions, Channel, information sharing, record keeping, online radicalisation and support for colleagues.

Training completion, understanding and impact are monitored. Further guidance, supervision or training is provided where gaps are identified.

4.4 Working in partnership
SCA works as appropriate with local authority safeguarding services, local Prevent teams, Channel partners, police, children's social care, adult safeguarding services, employers, higher education partners, lead providers and subcontractors. Information is shared only where lawful, necessary and proportionate.

4.5 IT, online safety and digital resilience
SCA recognises that radicalising influences may be encountered through social media, messaging platforms, online forums, gaming environments, websites, closed communities, extremist propaganda, misinformation, disinformation, conspiracy narratives and manipulated or AI-generated content.

Risks are reduced through online safety education, critical thinking, digital resilience, safeguarding communications, appropriate controls on SCA-managed systems, clear reporting routes and review through the risk register. SCA does not routinely monitor apprentices' private online activity.

4.6 Reducing permissive environments
SCA takes proportionate steps to reduce environments in which terrorist ideologies or radicalising influences may be promoted or left unchallenged. This includes:

- providing safe opportunities to discuss sensitive issues;

- developing critical thinking and media literacy;
- promoting British Values;
- challenging support for terrorism and terrorist violence;
- managing external speakers, visitors and events proportionately;
- maintaining appropriate online safety arrangements; and
- monitoring risks through safeguarding and quality processes.

5. Roles and Responsibilities

Governance and Strategy Board and senior leadership

- provide strategic oversight and challenge;
- review assurance information, risks and actions;
- ensure sufficient resources;
- monitor implementation and impact.

Chief Executive Officer

- hold executive accountability for effective Prevent arrangements;
- ensure significant risks are reported through governance arrangements.

Designated Safeguarding Lead / Prevent Lead

- lead implementation of this policy;
- maintain the risk assessment and action plan;
- advise and support staff;
- assess concerns and coordinate referrals;
- maintain secure records;
- analyse themes and report assurance information.

Deputy DSLs

- support the DSL and act on delegated responsibilities;
- take appropriate action when the DSL is unavailable.

Managers

- ensure required training is completed;
- reinforce reporting procedures;
- monitor relevant controls and actions.

Trainers, coaches and other staff

- remain alert and use professional curiosity;
- listen, record factual information and report promptly;
- maintain confidentiality and do not investigate independently.

Employers

- support apprentice safety in the workplace;
- report concerns promptly;
- cooperate with SCA and support agreed actions.

Apprentices

- engage with safeguarding and Prevent learning;
- behave respectfully and report concerns;
- use digital platforms safely and think critically.

6. Recognising Potential Concerns

There is no single indicator that demonstrates radicalisation. Indicators must be considered in context and one or more indicators do not automatically justify a Prevent referral.

Potential concerns may include:

- significant or unexplained behavioural change;
- increasing isolation or withdrawal;
- expression of support for terrorism or terrorist violence;
- accessing, sharing or promoting terrorist material;
- fixation on terrorist groups, attacks or ideologies;
- attempts to influence or recruit others;
- concerning changes in online activity;
- language appearing to justify terrorist violence;
- possession or production of concerning material;
- intent to travel for a terrorism-related purpose; or
- a combination of grievance, ideological influence and concerning behaviour.

Staff must not diagnose radicalisation or investigate concerns. Where there is immediate risk of harm, emergency services must be contacted without delay and the DSL informed as soon as practicable.

7. Reporting, Assessment and Referral

7.1 Internal reporting

All safeguarding and Prevent concerns are managed through SCA's integrated safeguarding process. Staff must report concerns using the Safeguarding and Prevent Concern Form, distinguish fact from opinion, and submit the information promptly to the DSL or DDSL.

SCA's internal expectation is that concerns are escalated within two hours of identification. This timescale must never delay emergency action.

7.2 Assessment

The DSL considers the nature and credibility of the concern, individual circumstances, potential susceptibility, any connection to terrorism, immediate risks, information already known, lawful information gathering, advice from relevant agencies and alternative safeguarding support.

7.3 Decision-making
Following assessment, the DSL may:

- record the decision and take no further action;
- monitor the situation;
- arrange pastoral, welfare or safeguarding support;
- seek advice from the local Prevent team;
- consult children's or adult safeguarding services;
- make a Prevent or other safeguarding referral;
- contact police or emergency services; or
- take a combination of actions.

Simple low, medium and high labels are not automatic referral thresholds. Decisions are based on individual circumstances, evidence, professional judgement and agency advice.

7.4 Prevent referrals
A Prevent referral will be considered where there is concern that a person may be susceptible to becoming involved in terrorism or supporting terrorism. Proof of radicalisation is not required before seeking advice or making a referral, but information must be relevant, factual and contextualised.

Where immediate danger, suspected criminal activity or imminent harm is identified, police or emergency services will be contacted without waiting for the routine referral process. Prevent and other safeguarding referrals may run in parallel.

7.5 Confidentiality and feedback
Information is shared on a need-to-know basis. Staff reporting a concern may not receive detailed outcomes due to confidentiality, but will be told of any action they must take. Decisions, advice, actions and rationale are recorded.

8. Channel

Channel is a voluntary, confidential, multi-agency programme supporting people susceptible to becoming involved in terrorism. Following a Prevent referral, police and partners may gather information, screen the concern and refer it to a Channel panel where appropriate.

The panel may assess needs and offer a tailored support plan addressing ideological, personal, social, educational, employment, health or other relevant factors. Participation is voluntary and consent is managed by the relevant Channel partners. Where Channel is not suitable, other safeguarding or welfare support may be considered.

9. Embedding Prevent and British Values

Prevent is embedded proportionately across the apprentice journey through induction, teaching and training, progress reviews, personal development, online safety, Aptem communications, employer engagement, learner voice and knowledge checks.

SCA promotes democracy, the rule of law, individual liberty, mutual respect and tolerance, respectful challenge, critical thinking, media literacy, informed decision-making and understanding of rights and responsibilities.

Content is contextualised to apprentices' programmes, workplaces and lived experience. Lawful debate, disagreement, religious belief or political activity will not automatically be treated as a safeguarding concern.

10. Employer Engagement

SCA provides employers with proportionate information about safeguarding and Prevent responsibilities, recognition and reporting of concerns, designated contacts, emergency escalation, confidentiality, online and workplace risks, and support for agreed actions.

Employer understanding is reinforced through onboarding, written guidance, progress reviews, account-management contact, briefings and quality assurance. Immediate danger must be reported to emergency services before SCA is notified.

11. Monitoring, Assurance and Governance

SCA monitors implementation and effectiveness through:

- annual policy review;
- risk assessment and action-plan review;
- internal safeguarding and compliance audits;
- staff training records and knowledge checks;
- apprentice learner voice and knowledge checks;
- employer feedback and assurance;
- analysis of concerns, referrals and outcomes where known;
- sampling of records and Aptem engagement;
- partnership monitoring; and
- tracking of improvement actions.

Monitoring considers both activity and impact, including whether staff understand responsibilities, apprentices know how to report concerns, risks are acted upon, training changes practice, curriculum activity builds resilience and actions lead to improvement.

Appropriate assurance information is reported to senior leaders and the Board, including risk findings, training compliance, themes, learner and employer awareness, audit results, partnership assurance and outstanding actions. Personally identifiable information is included only where lawful, necessary and proportionate.

Prevent improvement actions are incorporated into the Continuous Improvement Quality Framework and Continuous Improvement Quality Improvement Plan where appropriate.

12. Record Keeping and Information Sharing

SCA maintains secure records of risk assessments, action plans, training, concerns,

assessments, advice, referrals, outcomes, communications, awareness activity, governance reporting and monitoring.

Records must be factual, accurate, timely, clear, dated, attributable, securely stored, accessible only to authorised persons, and retained and disposed of in accordance with SCA's retention arrangements.

Information is shared where lawful, necessary and proportionate for safeguarding, Prevent, law-enforcement or public-protection purposes. Decisions to share or withhold information, including the rationale, are recorded.

13. Freedom of Speech and Respectful Debate

SCA supports lawful freedom of speech, respectful discussion, critical thinking and the exchange of different viewpoints. Prevent must not be used to suppress lawful speech, political activity, religious belief or legitimate debate.

Freedom of speech does not remove SCA's responsibility to respond to support for terrorism, encouragement of terrorist violence, unlawful harassment or discrimination, incitement, threats, intimidation, targeted abuse or other unlawful or safeguarding-related conduct. SCA will assess content, context, potential harm and any connection to terrorism before deciding on a proportionate response.

14. Partnership Arrangements for Higher Education Delivery

SCA delivers apprenticeships in partnership with higher education institutions and other lead providers. Responsibilities must be clear in partnership agreements, operating procedures and escalation arrangements.

14.1 Accountability

SCA and the main or lead provider will document and communicate their respective responsibilities. SCA remains responsible for the safeguarding and Prevent arrangements assigned to it. Partnership arrangements do not remove any member of staff's responsibility to act immediately where necessary.

14.2 Escalation and reporting

Immediate safeguarding action is taken under SCA procedures. The DSL or DDSL assesses the concern, emergency services are contacted where required, and relevant concerns are reported to the main or lead provider in line with agreed protocols. Concerns will not be delayed while organisational responsibility is clarified.

14.3 Information sharing

Relevant information is shared securely with the main or lead provider where lawful, necessary and proportionate, and only with authorised individuals.

14.4 Policy alignment

Partnership arrangements identify applicable procedures, contacts, referral routes,

emergency arrangements, information sharing, record keeping, reporting and assurance. Any uncertainty is escalated immediately to the DSL.

14.5 Joint monitoring and assurance
Compliance is monitored through partnership reviews, safeguarding and quality assurance, audit, risk-register review, concern and referral analysis, training assurance and action tracking.

14.6 Staff awareness
Staff involved in partnership delivery receive information about the relevant arrangements, know contacts and escalation routes, complete required training and raise uncertainty promptly.

15. Policy Review

This policy will be reviewed at least annually and sooner where there is a relevant legislative, regulatory, contractual or organisational change; a significant incident; new local or national risk information; or evidence that arrangements require improvement.

The Document Owner is responsible for coordinating review, consultation, approval, publication and communication of changes. Superseded versions will be controlled and archived in accordance with SCA's document-control arrangements.

Appendix 1:

Immediate Response Guide

Situation	Required action	Record / notify
Immediate danger or imminent harm	Contact emergency services without delay.	Notify the DSL as soon as practicable and record the action.
Safeguarding or Prevent concern with no immediate danger	Submit the Safeguarding and Prevent Concern Form promptly.	Escalate to the DSL or DDSL within SCA's two-hour internal expectation.
Unsure whether the concern meets a Prevent threshold	Report the concern and seek DSL advice. Do not investigate.	Record facts, context and the person's own words where relevant.
Concern arising in partnership delivery	Take immediate safeguarding action under SCA procedures.	Notify the DSL and follow the agreed partnership protocol.

Appendix 2:

Associated SCA Documents

- Safeguarding Policy;
- Safeguarding and Prevent Risk Register;
- Safeguarding and Prevent Concern Form;
- Safeguarding and Prevent referral flowchart;
- Online Safety guidance;
- Data Protection and Information Sharing arrangements;
- External Speaker and Visitor arrangements, where applicable;
- Employer responsibilities guidance;
- Staff training matrix; and
- partnership safeguarding protocols.

SMT APPROVAL

09/08/2023	General review & updates Brand Logo updated Ops Director details confirmed	Neil Roll
30/09/2024	Change of Business name from CP Training Services Ltd to Supply Chain Academy WEF 12 September 2024.	Neil Roll
11/09/2025	Version only update, full review scheduled for 22/10/2025	Neil Roll
20/09/2026	Full review against current Prevent, Channel and Ofsted guidance	Makayla Whyte