Prevent and Safeguarding Policy

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Purpose & Objective

The Prevent and Safeguarding Policy for Riverside 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 individuals in a relaxed and secure atmosphere where they are protected from harm. The main aims of this policy are to ensure that everyone is fully engaged in being vigilant about raising awareness and safeguarding from harm.

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

Extremism In March 2024, the government announced a new definition of extremism. Extremism is the promotion or advancement of an ideology based on violence, hatred or intolerance that aims to:

1. Negate or destroy the fundamental rights and freedoms of others
2. Undermine, overturn or replace the UK's system of liberal parliamentary democracy and democratic rights
3. Intentionally create a permissive environment for others to achieve the results in (1) or (2)

At Riverside Training, we are fully committed to safeguarding and promoting the welfare of all children, young people, adults, learners and staff. We recognise that safeguarding against radicalisation is no different from safeguarding against any other vulnerability.

At Riverside Training, we embed British Values throughout our curriculum to support learners in developing respect, responsibility, and an understanding of life in Britain. All employees are expected to actively uphold and promote these fundamental principles.

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 know that Riverside Training has policies in place to keep them safe from harm and that Riverside Training regularly reviews its systems to ensure they are appropriate and effective.

Our 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 induction 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 opportunities within Riverside Training, 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.

Scope

This policy applies to:

- Riverside Training learners
- Employees (permanent, temporary, contractual or voluntary)
- Employers/Clients (in receipt of our services)
- Non-Executive directors
- Consultants (delivering our services)
- External stakeholder and visitors
- Subcontractors

Prevent

Another 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 as per the Counter- Terrorism and Security Act.

Purpose of Prevent

The aim of Prevent is to stop people from becoming a terrorist or supporting terrorism. The government Prevent work also extends to supporting the rehabilitation and disengagement of those already involved in terrorism.

The objectives of Prevent are:

- Tackling the ideological causes of terrorism
- Intervening early to support people susceptible to radicalisation
- Enabling people who have already engaged in terrorism to disengage and rehabilitate

Our Responsibilities and Duty

All staff have a responsibility under the Prevent Duty to make sure that:

- They have undertaken regular training on the Prevent Duty as identified by the DSL
- They are aware of when it is appropriate to refer concerns about learners to the Prevent officer (Which is also the Safeguarding officers at Riverside)
- 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 DSL will carry out an annual Prevent risk assessment and self-assessment specific to Prevent
- They support learners to build resilience against extremism and radicalisation by promoting a strong ethos and values-based education

What is CONTEST?

CONTEST is the Government's Counter Terrorism Strategy, there has been an update to the strategy ‘The United Kingdom’s Strategy for Countering Terrorism 2023’. The aim of CONTEST is to reduce the risk from terrorism to the UK, its citizens and interests overseas, so that people can go about their lives freely and with confidence.

CONTEST has four strands, often known as the four Ps. The core CONTEST framework remains unchanged from earlier iterations of the government strategy the aims of the 4 Ps are:

- PREVENT - To safeguard and support those vulnerable to radicalisation, to stop them from becoming terrorists or supporting terrorism
- PURSUE - To stop terrorist attacks happening in this country and against UK interests overseas
- PROTECT - To strengthen our protection against a terrorist attack in the UK or against our interests overseas, and so reduce our vulnerability
- PREPARE - To mitigate the impact of a terrorist incident, by bringing any attack to an end rapidly and recovering from it

What is Extremism?

Extremism is a "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?

The use or threat of serious violence against a person or serious damage to property where that action is:

- Designed to influence the government or an international governmental organisation or to intimidate the public or a section of the public
- For the purpose of advancing a political, religious, racial or ideological cause
- (The definition of terrorism as set out in the terrorism Act 2000 (as amended by the Terrorism Act 2006 and Counter-Terrorism Act 2008)

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:

- 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
- Use of inappropriate language

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 individuals with protected characteristics, as defined in the Equality Act 2010. These are:

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

What is 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 inthe 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, and 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.

Safeguarding

Riverside Training are committed to safeguarding and promoting the welfare of all learners including children, young people and vulnerable adults. Employers also have a responsibility to the learners they employ. We have a duty to help employers, clients, staff and learners recognise their responsibilities, through guidance, support, and training. It's important that employers understand their welfare and safeguarding responsibilities to the learner.

The aims of this Policy are:

- To identify the expectations of staff in relation to safeguarding
- To ensure relevant and effective safeguarding practices are in place
- To ensure the right of every applicant and apprentice to learn within a safe environment
- To promote awareness to staff of the need to safeguard children and to recognise that safeguarding is everyone's responsibility
- To ensure that the fundamental rights and needs of our applicants and learners are observed
- To prevent abuse through the pastoral support offered to all applicants and learners
- To raise awareness of different types of abuse and children in need issues
- To provide guidelines for staff in handling matters relating to actual or suspected child abuse
- To deter potential, unsuitable individuals from applying to Riverside by demonstrating our attentiveness and vigilance in relation to safeguarding through our website and job advertisements
- To reject at interview stage anyone where we have doubts about suitability
- To prevent the risk of abuse by ensuring procedures and standards are in place to enable all staff to recognise the signs and report accordingly

What is Safeguarding?

Safeguarding regulations have been established through various pieces of legislation over time but were brought together by the Safeguarding Vulnerable Groups Act 2006. This Act defines children and vulnerable adults and sets out the legislative framework for protecting them from harm. At Riverside Training, we also recognise the importance of mental health in safeguarding and are committed to identifying and responding to mental health concerns as part of our overall approach to keeping learners and staff safe.

- Promotion of your health and development
- Ensuring your safety and care
- Ensuring you are offered the best life chances
- Protection from abuse and neglect
- Prevention of bullying and harassment

Within many roles at Riverside we recognise that we're in a 'Position of trust' which is a legal term that refers to certain roles and settings where an adult has regular and direct contact with children. It is against the law for someone in a position of trust to engage in sexual activity with a child in their care, even if that child is over the age of consent (16 or over).

At Riverside we work with Children and Adults. In England a child is defined as anyone who has not yet reached their 18th birthday. Child protection guidance points out that even if a child has reached 16 years of age and is:

- Living independently
- Is in further education
- A member of the armed forces
- In hospital; or
- In custody in the secure estate
- They are still legally children and should be given the same protection and entitlements as any other child (department for education, 2018a)

Further Definitions:

- Safeguard - Protect from harm or damage with an appropriate measure Vulnerable - Exposed to the possibility of being attacked or harmed, either physically or emotionally

- A vulnerable adult - Is in need of special care, support, or protection because of age, disability, or risk of abuse or neglect

- Safeguarding - Is the process of protecting vulnerable people, whether from crime, other forms of abuse or from being drawn into terrorism-related activity Vulnerability - Describes the condition of being capable of being injured; difficult to defend; open to moral or ideological attack. Within Prevent, the word describes factors and characteristics associated with being susceptible to radicalisation

- Young person – someone under the age of 18 but older than 16 years of age

Relevant legislation

There are several pieces of essential legislation that contribute to the aims set out in this policy, and that influence the policy and procedures regarding safeguarding children and young people at Riverside. This policy and all linked safeguarding and prevent practices have been developed with the relevant understanding and knowledge of the following pieces of legislation:

Primary Legislation:

- Children Act 2004
- Education Act 2002
- Equality Act 2010
- Human Rights Act 1998
- Safeguarding Vulnerable Groups Act 2006
- Sexual Offences Act 2003
- Counter-Terrorism and Security Act 2015
- Domestic Abuse Act 2021
- Children and Social Work Act 2017
- Serious Crime Act 2015
- Modern Slavery Act 2015

Statutory Guidance:

- KCSIE 2026
- Working Together to Safeguard Children

Other Relevant Documents:

- CONTEST (Counter-Terrorism Strategy) 2023
- Data Protection Act 2018 / UK GDPR
- Online Safety Act 2023

Riverside Training are aware Terrorism (Protection of Premises) Act 2025 (Martyn's Law). Riverside Training recognises its responsibilities under the Act and will comply with applicable statutory duties and guidance. We remain in regular contact with Prevent coordinators, who keep providers informed of developments.

Forms of Abuse

The commonly recognised forms of abuse are Physical, Sexual, Financial, Psychological, Discriminatory, Neglect or acts of omission, Online Bullying, Organisational, Self-Neglect, Domestic Abuse and Modern Slavery.

Financial or material abuse - including theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation ofproperty, possessions or benefits.

Physical abuse - including assault, hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.

Neglect and acts of omission - including ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.

Child-on-child abuse – including bullying, cyberbullying, physical abuse such as hitting, kicking or hair pulling, sexual violence and sexual harassment, upskirting, initiation/hazing-type violence and rituals, and encouraging others to engage in harmful behaviour. This can occur between children of any age and gender and may take place in person or online.

Sexual abuse - including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure and sexual assault, or sexual acts to which the adult has not consented or was pressured into consenting.

Psychological abuse - including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.

Organisational abuse - including neglect or poor care practice within an organisation or specific care setting, such as a hospital or care home. It can also be in relation to care provided in your own home. This may range from one-off incidents to on-going ill- treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

Discriminatory abuse - including forms of harassment, slurs or similar treatment because of race, gender and gender identity, age, disability, sexual orientation or religion.

Self-neglect - this covers a wide range of behaviour such as neglecting to care for your personal hygiene, health or surroundings and includes behaviour such as hoarding.

Domestic abuse - including psychological, physical, sexual, financial, emotional, or so- called 'honour' based violence.

Modern slavery - encompasses slavery, human trafficking, and forced labour and domestic servitude. Trafficking and slave master's use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.

Child sexual abuse (CSA) is when a child is forced or persuaded to take part in sexual activities. This may involve physical contact or non-contact activities and can happen online or offline (Department for Education, 2018; Department of Health 2017; Scottish Government, 2021a; Wales Safeguarding Procedures Project Board, 2020). Children and young people may not always understand that they are being sexually abused.

Contact abuse involves activities where an abuser makes physical contact with a child. It can include:

- Sexual touching of any part of the body, whether the child is wearing clothes or not
- Forcing or encouraging a child to take part in sexual activity
- Making a child take their clothes off or touch someone else's genitals
- Rape or penetration using an object or body part

Non-contact abuse involves activities where there is no physical contact. It can include:

- Flashing at a child
- Encouraging or forcing a child to watch, or hear sexual acts
- Not taking proper measures to prevent a child being exposed to sexual activities by others
- Making a child masturbate while others watch
- Persuading a child to make, view or distribute child abuse images (such as performing sexual acts over the internet, sexting or showing pornography to a child)
- Making, viewing, or distributing child abuse images
- Allowing someone else to make, view or distribute child abuse images
- Meeting a child following grooming with the intent of abusing them (even if abuse did not take place)
- Sexually exploiting a child for money, power or status (child sexual exploitation)

Riverside Training Employees:

Recruitment

Riverside Training has a safe recruitment process and ensures that all appropriate checks are carried out on new staff that will come into contact with our learners in line with the Disclosure and Barring Service requirements. Full details of our safer recruitment practices can be found here on our website.

Expectations of Employees

Everyone at Riverside Training has a responsibility to familiarise themselves with this safeguarding policy and the procedures that go with it.

To maintain your and your apprentice's safety, the following are strictly prohibited:

- Befriending learners on personal social media sites
- Distributing personal telephone numbers
- Home visits or transporting learners to and from locations
- Personal relationships with learners

It is also important to be mindful of the following when conducting yourself:

- Do not use sarcasm, insults or belittling comments towards learners
- You will naturally build a rapport with learners through the training contact, and they may see you as a confident and support, but be sure to maintainprofessional boundaries
- Uphold confidentiality within certain remits when required by the situation, but be careful not to promise to keep secrets or ask others to do so.
- Avoid spending time alone with learners in a closed environment. If this is unavoidable for example during a formal assessment/examination ensure someone on site is aware where you are and monitors this
- If at any point, you feel unsafe in a learners company inform their manager, your line manager, our Safeguarding Lead and leave the premises or leave the online session

Safeguarding Training

Riverside Training is committed to ensuring that everyone who works for us understands their safeguarding responsibilities and keeps their knowledge up to date. All staff must complete an online safeguarding, channel and prevent training course annually. There will also be regular refresher training for apprenticeships delivery staff.

The safeguarding team provide monthly newsletters on relevant topics to encourage CPD updates for our staff. These will also be available on our website for learners. We are linked with all the regional prevent coordinators for England and we receive regular updates and newsletters from the coordinators which are shared with the relevant staff.

Procedure for Reporting

If an individual has a concern over their own personal welfare and wellbeing, you are to listen to and record all information given, making no judgment or assumptions. Take any actions required to secure the immediate safety of the individual at risk, if deemed appropriate.

You must report the issue to the Riverside Training's Safeguarding Lead regardless of whether the individual agrees, using the safeguarding alert form.

The Safeguarding Lead will then decide the appropriate course of action, and if a referral outside the organisation is appropriate. If the Riverside Training Safeguarding lead is not reachable please contact the Safeguarding Deputy or another member of the Safeguarding Team. If an individual has a concern over their own personal welfare and wellbeing that they do not feel comfortable talking to their main contact about, they are to contact the Safeguarding Lead directly.

If an individual reports/you observe unsafe practices or a safeguarding issue taking place within the working practices of an employer's settings, advise them to follow in house reporting or whistle blowing procedures. You may support the individual in speaking to the appropriate senior manager. Report the incident to the Safeguarding Lead who will offer additional guidance and signposting and will monitor.

It is important you do not pass any information to other parties without the consent of the individual, or try to investigate the concern yourself. All concerns should be reported to the Safeguarding Lead as soon as possible.

Riverside Training Safeguarding Team Contact can be found on our website. We have a dedicated email address which only the safeguarding team can access which is safeguarding@riverside-training.co.uk

Riverside Training – Safeguarding Policy Statement

Riverside Training is committed to ensuring that all children under the age of 18 and any vulnerable groups who participate in learning have a safe and positive experience.

We believe that:

- Anyone, including children, young people and vulnerable adults groups should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children, young people and vulnerable groups, to keep them safe and to practice in a way that protects them

We recognise that:

- The welfare of the child, young person or vulnerable adult is paramount
- All children, young people and vulnerable adults, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, vulnerable groups, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep all learners, children, young people and vulnerable groups safe by:

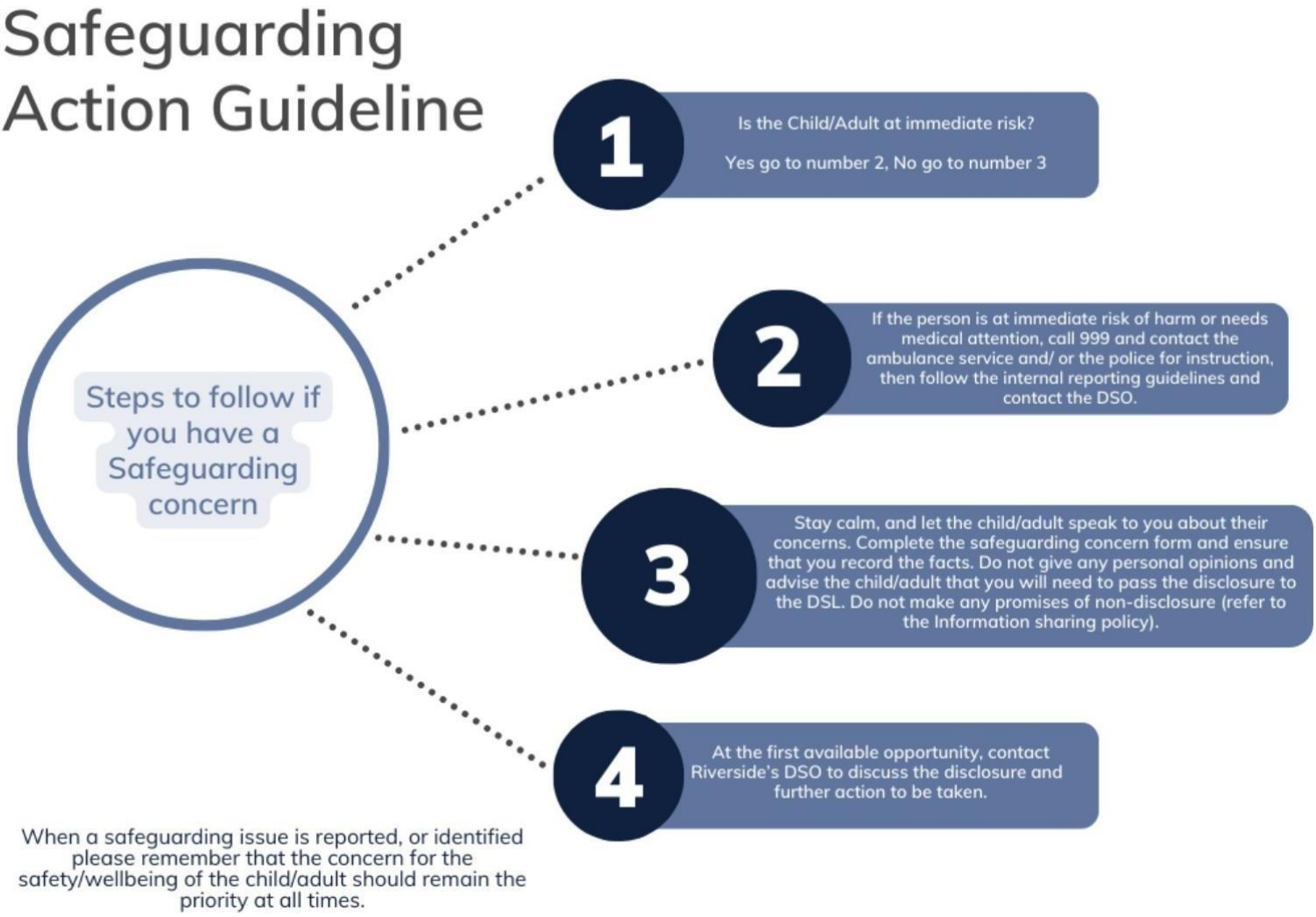
- Valuing, listening to and respecting them
- Appointing a Designated Safeguarding Lead, a Designated Safeguarding Deputy and Designated Safeguarding Officers (DSL, DSD and DSO) for children, young people and vulnerable groups
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures
- Recruiting staff and volunteers safely, ensuring all necessary checks are made
- Recording and storing information professionally and securely
- We have a robust safer recruitment policy and practices in place (see safer recruitment policy for more detail)
- Sharing information about safeguarding and good practice with children, their families, staff and volunteers via leaflets, posters, group work and one-to-one discussions
- Using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, vulnerable groups, parents, families and carers appropriately
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Ensuring that we have effective complaints and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our children, young people, vulnerable groups, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.

Aptem Safeguarding notification Key

We have identified the need for an internal notification system on Aptem to help any staff member viewing learner's records be made aware of certain issues that may be relevant to that staff member without having to offer a full description of any safeguarding concerns. Below is a small key to demonstrate what each notification code means and why they may be attached to a particular learner. The safeguarding team will record relevant codes on the Aptem notes within the learners Aptem profile.

Code	Description	Meaning
OSC	Open Safeguarding Concern	Learner in the midst of an ongoing concern
CSC	Closed Safeguarding Concern	Learner recently had a concern closed
HR-SC	High Risk Safeguarding Concern	Open concern with possible risk of harm or suicide
SMAR	Staff member at risk	Learner has history of violent tendencies or has demonstrated behaviours which could be a risk to staff members

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children and vulnerable groups in England. Further details on key legislation is available from KCSIE 2026.



All concern forms need to be sent to safeguarding@riverside-training.co.uk

For IT monitoring please see the following policies:

- Online Safety
- IT Policy
- Cyber Bulling Policy

Monitoring & Review

This policy is reviewed annually

Current Review Date	July 2026
Next Review Date	July 2027

Safeguarding and Prevent policy