

SAFEGUARDING, PREVENTING EXTREMISM AND RADICALISATION SAFEGUARDING



1. SAFEGUARDING

1.1 Introduction

The Chamber believes that everyone has a right to live a life free from harm, abuse and risk of radicalisation. The Chamber recognises its responsibility to safeguard the welfare of all children, young people and adults, by a commitment to practice which protects them.

We recognise that:

- The welfare of the child, young person or adult is paramount
- All persons, regardless of age, disability, gender, racial heritage, religion or belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse. This includes protection against extremism and radicalisation
- Working in partnership with children, young people, adults, their parents, carers and other agencies is essential in promoting their welfare

1.2 The purpose of this policy

- To clarify roles, responsibilities and procedures for Chamber staff with respect to the safeguarding of children, young persons and adults at risk.
- To provide protection for the individuals who receive Chamber services.
- To provide staff with guidance on procedures they should adopt in the event that they suspect a child, young person or adult may be experiencing, or be at risk of harm.

This policy applies to all staff, including senior managers and the Board of Directors, paid staff or anyone working on behalf of the Chamber.

We will seek to safeguard children, young people and adults by:

- Valuing them, listening to and respecting them
- Adopting child protection guidelines through procedures and a code of conduct for staff
- Recruiting staff safely, ensuring all necessary checks are made
- Sharing information about child protection/adult protection and good practice
- Sharing information about concerns with agencies who need to know, and involving parents, carers and others as appropriate
- Providing effective management for staff and volunteers through supervision, support and training.

We are also committed to reviewing our policy and good practice annually.

1.3 Aim

The Chamber aims to protect all children, young people and adults at risk in our care and to attempt to create an atmosphere where they feel valued, safe and secure throughout their time with us.

1.4 Roles and responsibilities

- The responsibility of all staff is ensuring they are aware of up to date safeguarding policy and procedures.
- That they report and record any incident or concerns to HR.
- Carry out training when requested.

1.5 Definitions

Child - Anyone under the age of 18.

Adult at Risk - An 'adult at risk' is defined by the Department of Health as a person aged 18 years or older "who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation".

1.6 Categories of abuse

"Abuse is a violation of an individual's human and civil rights by any other person or persons".

Abuse may consist of a single act or repeated acts. It may be physical, verbal or psychological, it may be an act of neglect or an omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent. Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it." (No Secrets DOH, 2000).

Abuse includes:

Physical - Actual or likely physical injury or failure to prevent injury. May involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm. Physical harm may also be caused when a parent or carer feigns symptoms of, or deliberately causes, ill health to someone they are looking after.

Sexual - Actual or likely sexual exploitation of an individual, including prostitution. Involving forcing or enticing an individual to take part in sexual activities whether or not the individual is aware of what is happening. The activities may involve physical contact including penetration or non-penetrative acts. For example it may also include involving the individual looking at or being involved in the production of, pornographic material or watching sexual activities, or encouraging the individual to behave in sexually inappropriate ways. Can include grooming a child in preparation for abuse.

Emotional - This is the persistent emotional ill treatment of an individual such as to cause severe and persistent adverse effects on the person. It may involve conveying to the individual that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. This may include serious bullying, including cyber-bullying. This includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse or isolation (DH, 2000).

Financial - Illegal or improper use of an individual's finance without their consent or if consent is gained by fraud. This includes theft, fraud, exploitation, pressure in

connection with property or financial transactions, or the misuse or appropriation of property, possessions or benefits.

Neglect - Neglect is the persistent failure to meet an individual's basic physical and/or psychological needs such as failing to provide adequate food, shelter and clothing, medical care or treatment or neglect of, or unresponsiveness to, person's basic emotional/physical needs. It can include not protecting a child from emotional harm or danger.

Cyber abuse - Involves the use of information and communication technologies to support deliberate, repeated and hostile behaviour by an individual or group that is intended to harm others.

Discriminatory abuse - Bullying and harassment based on the individual's age, sex, disability, religion, race or ethnicity or sexual orientation.

Domestic violence and bullying - These are recognised as additional types of abuse as they can cause immense emotional harm. You may wish to refer to the Anti Bullying and Harassment Policy within the Employee Handbook.

1.7 Prevention of abuse

The Chamber follows safe recruitment procedures.

All staff appointments at the Chamber are subject to a minimum probationary period of three months to ascertain their suitability.

The line manager responsible for each member of staff will make the decision once a probationary review has taken place.

Each member of staff is assessed individually as to whether a Disclosure and Barring Scheme (DBS) check is required, depending on their job role, and previous work references are sought before employment commences. DBS checks are updated every three years and monitored closely by HR.

In respect of safeguarding individuals from radicalisation, the Chamber works to the Prevent element of the Government's Counter Terrorism Strategy, and where deemed appropriate seeks external support for learners through referrals to the Channel Programme. This programme aims to work with the individual to address their specific vulnerabilities, prevent them becoming further radicalised and possibly entering the criminal justice system because of their actions. It is recognised that radicalisation can occur to an individual from any section of society and is not particular to any racial, ethnic or social group. It is further recognised that in many instances the process of radicalisation is essentially one of grooming by others. See the preventing extremism and radicalisation safeguarding policy.

1.8 Dealing with disclosure

If a staff member recognises the signs of abuse or an individual chooses to disclose information about possible abuse or neglect this should never be ignored.

On initial reporting staff need to ascertain who the allegation is against – is it against a member of staff, another learner/client, or someone from outside the Chamber. Is it from an individual alleging abuse to themselves or another person?

Staff are required to:

- Stay calm – the individual may be very scared and emotional in disclosing this information
- Use empathetic listening skills
- Don't let them know if you are feeling panicked, shocked or outraged at what you are hearing, as this may shut them down
- Ask open questions (not leading or suggestive ones)
- Only gather just enough information to know that it is a disclosure of abuse that needs to be passed on and how immediate the danger or harm is to the individual
- Re-assure the individual that they have done the right thing by reporting it and that you will do what you can to help but do not promise to keep it a secret
- Give the individual a clear explanation as to what happens next
- Complete a safeguarding record form and pass to Employment Services Manager.

1.9 Reporting procedures

All staff and Managers who come into contact or work with children, young people or adults at risk have particular responsibilities for safeguarding and promoting the welfare of these individuals.

If a staff member identifies any arising issues they must inform Employment Services Manager who in turn will investigate and liaise with the appropriate people as deemed necessary.

A record of the incident must be recorded immediately (using the safeguarding record form), on the same day, and passed to Employment Services Manager noting, in detail, all that was spoken or in the case of a physical injury recording exactly where on the body the injury had occurred. This must be signed and dated by the staff member concerned.

It is our duty to inform the correct authorities as in line with the county/city Safeguarding Children and Adults at Risk procedures, the police or in cases of radicalisation to the Channel Scheme as appropriate.

1.10 Reporting & dealing with allegations of abuse against a staff member

Any allegation involving a member of staff must be taken seriously and must be reported to the Employment Services Manager/Human Resources, who will review the allegation and consider all options available.

The staff member involved may be asked to leave the centre whilst a full investigation is made. Statements may also be taken from other staff members. Any issue arising from the complaint will be dealt with in accordance with the company's disciplinary and grievance procedures. The Chamber can access legal support, if appropriate, via its HR department for any member of staff involved.

If an allegation is found to be with foundation this will then be referred to the appropriate outside agency, i.e. Police and DBS.

1.11 Record keeping

Clear, detailed written records need to be kept, even if there is no requirement to refer matters on. Records need to clearly indicate statements of fact, opinion and second or third hand information.

All records relating to an investigation will be kept in a secure location, together with a written record of the outcome.

If it relates to a staff member details will be retained on their personal and confidential file – whether the allegation is found to be with or without foundation.

2. PREVENTING EXTREMISM AND RADICALISATION SAFEGUARDING

2.1 Introduction

The Chamber is committed to providing a secure environment where children (young adults) feel safe and are kept safe. All staff and volunteers working at our sites recognise that safeguarding is everyone's responsibility irrespective of the role they undertake or whether their role has direct contact or responsibility for children (young adults) or not.

Under the Counter Terrorism and Security Act 2015 the Chamber also has a statutory duty to have due regard to the need to prevent people from being drawn into terrorism.

This policy is one element within our overall arrangements to safeguard and promote the welfare of all children in line with our statutory duties set out in section 175 of the Education Act 2002 and should be read in conjunction with the Safeguarding Policy.

This policy also draws upon the guidance contained in DFE Resources, Prevent Duty Guidance for further education institutions in England and Wales. March 2015.

When operating this policy the Chamber uses the following accepted Governmental definition of extremism which is:

'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; and/or calls for the death of members of our armed forces, whether in this country or overseas'.

There is no place for extremist views of any kind in the Chamber, whether from internal sources – students, staff, members, Managers or Directors, or external sources - external agencies or individuals. Our children, young people and adults see the Chamber as a safe place where they can explore controversial issues safely and where all employees encourage and facilitate this – we have a duty to ensure this happens.

At the Chamber we recognise that extremism and exposure to extremist materials and influences can lead to poor outcomes for children, young people and adults and so should be addressed as a safeguarding concern as set out in this policy. We also recognise that if we fail to challenge extremist views we are failing to protect our children, young people and adults.

Extremists of all persuasions aim to develop destructive relationships between different communities by promoting division, fear and mistrust of others based on ignorance or prejudice and thereby limiting the life chances of young people. Education is a powerful weapon against this; equipping young people with the knowledge, skills and critical thinking, to challenge and debate in an informed way. Therefore we will provide a broad and balanced framework, delivered by skilled professionals, so that our students are

enriched, they understand and become tolerant of difference and diversity and also to ensure that they thrive, feel valued and not marginalised.

Furthermore we are aware that young people can be exposed to extremist influences or prejudiced views from an early age which emanate from a variety of sources and media, including via the internet, and at times children, young people and adults may themselves reflect or display views that may be discriminatory, prejudiced or extremist, including using derogatory language. Any prejudice, discrimination or extremist views, including derogatory language, displayed by children, young people and adults or staff will always be challenged and where appropriate dealt with in line with our discipline policy for students and the Code of Conduct for staff.

As part of wider safeguarding responsibilities staff will be alert to:

- Disclosures by children, young people and adults of their exposure to the extremist actions, views or materials of others outside of the Chamber, such as in their homes or community groups
- Graffiti symbols, writing or art work promoting extremist messages or images
- Children, young people and adults accessing extremist material online, including through social networking sites
- Parental reports of changes in behaviour, friendship or actions and requests for assistance
- Local authority services, and police reports of issues affecting children, young people and adults in other schools or settings
- Children, young people and adults voicing opinions drawn from extremist ideologies and narratives
- Use of extremist or 'hate' terms to exclude others or incite violence
- Intolerance of difference, whether secular or religious or, in line with our equalities policy, views based on, but not exclusive to, gender, disability, homophobia, race, colour or culture
- Attempts to impose extremist views or practices on others
- Anti-western or anti-British views.

Our academies will closely follow any locally agreed procedure as set out by the Local Authority and county/city Safeguarding Children and Adults at risk procedures, agreed processes and criteria for safeguarding individuals vulnerable to extremism and radicalisation.

2.2 Use of external agencies and speakers

The Chamber where applicable encourages the use of external agencies or speakers to enrich the experiences of our children, young people and adults, however we will positively vet those external agencies, individuals or speakers who we engage to provide such learning opportunities or experiences for our children, young people and adults. Such vetting is to ensure that we do not unwittingly use agencies that contradict each other with their messages or that are inconsistent with, or are in complete opposition to, the trust's values and ethos.

The Chamber will assess the suitability and effectiveness of input from external agencies or individuals to ensure that:

- Any messages communicated to children, young people and adults are consistent with the ethos of the Chamber and do not marginalise any communities, groups or individuals

- Any messages do not seek to glorify criminal activity or violent extremism or seek to radicalise pupils through extreme or narrow views of faith, religion or culture or other ideologies
- Activities are properly embedded in the framework and clearly mapped to schemes of work to avoid contradictory messages or duplication
- Activities are matched to the needs of children, young people and adults
- Activities are carefully evaluated to ensure that they are effective.

2.3 Safeguarding for letting

The Chamber's safeguarding policy must be consulted and followed when dealing with external organisations especially those that work with children or young people.

All hirers must state the purpose of the hire. The purpose of each application for hire will be checked and any concerns over the nature of the letting or gathering will be reported to the Senior Management Team before approval is given. The designated person will submit an incident report if he/she suspects that the letting or gathering has been used for political purposes in line with safeguarding, the dissemination of inappropriate material or other purposes which could be reportable under the new statutory Prevent duties or which contravene current legislation in any way.

Considering applications for lettings the Chief Executive, or delegated officer, will decide on the approval of the application with consideration to:

- Interference with Chamber activities – priority at all times should be given to institute functions
- The availability of facilities
- The availability of staff to open and close the premises
- The Chamber's safeguarding policy
- Health & safety considerations in relation to the number of users, type of activity, qualifications of instructors, etc
- Type of activity and our duty with regard to the prevention of terrorism and radicalisation
- Adequacy of management procedures in place during the hire.

2.4 Designated lead and contacts

When a member of staff has any concerns that a student may be at risk of radicalisation or involvement in terrorism, they should speak with the Designated Safeguarding Lead.

2.5 Reporting procedures

All staff and line managers who come into contact or work with children, young people or adults at risk have particular responsibilities for safeguarding and promoting the welfare of these individuals.

If a staff member identifies any arising issues they must inform the Employment Services Manager who in turn will investigate and liaise with the appropriate people as deemed necessary.

A record of the incident must be recorded immediately (using the safeguarding record form), on the same day, and passed to the Employment Services Manager person noting, in detail, all that was spoken or in the case of a physical injury recording exactly where on the body the injury had occurred. This must be signed and dated by the staff member concerned.

It is our duty to inform the correct authorities as in line with the county/city Safeguarding Children and Adults at risk procedures, the police or in cases of radicalisation to the Channel Scheme as appropriate.

2.6 Additional contacts

If a crime is being committed or there is a threat to someone's life call 999 immediately.

To report illegal information, pictures or videos found on the internet log on to www.gov.uk/report-terrorism.

To report concerns call the Anti-Terrorist Hotline number 0800 789 321.

2.7 **Anti-terrorist hotline**

The confidential Anti-terrorist Hotline is staffed around the clock by specialist counter-terrorism police officers and staff.

The terrorist threat remains real and there is no room for complacency. The public should remain alert and aware of their surroundings at all times. If something strikes you as suspicious and out of place then trust your instincts and call the police.

If you think you have seen something suspicious or you are unsure about somebody's activities or behaviour, however insignificant it may seem at the time, call the confidential Anti-Terrorist Hotline on 0800 789 321. A text phone service is available for people with speech or hearing difficulties on 0800 032 45 39 (text messages from mobiles are not accepted).

Any information passed to the Anti-Terrorist Hotline is treated in the strictest of confidence and is thoroughly analysed and researched before, and if, any police action is taken.

This policy will be reviewed annually and amended as appropriate.



Scott Knowles
Chief Executive

November 2020