	POL-IPS-005	Rev: 4.0	Next review date: 31 August 2024
	Safeguarding and Prevent policy		
Author or latest reviewer name	Mary Holmes	Date: 14/04/2023	
Authoriser name	QSIM	Date: 27/04/2023	

## Safeguarding and Prevent Policy

IPS International (IPS) is committed to safeguarding and promoting the welfare of children and young people, as well as vulnerable adults, and expects all staff, associates, visitors, clients and learners to share this commitment.

This Policy applies to all activity undertaken by us in pursuing our purpose as a Private Training Provider whilst serving our community, clients and wider stakeholder interests.

Whilst providing information, advice and guidance or delivering learning we recognise our legal duty under the Education Act 2002 and the 1989 and 2004 Children Acts and that we have an important role to play in helping to promote and safeguard the welfare of Young People and Vulnerable adults to help protect them from abuse. This Policy has regard to the statutory guidance Working Together to Safeguard Children 2015 and Keeping Children Safe in Education 2016

### Key Definitions and Concept

#### Young People

Those under the age of 18, that is, up until his/her 18th birthday.

#### Vulnerable adults

Anyone over 18 years of age who:

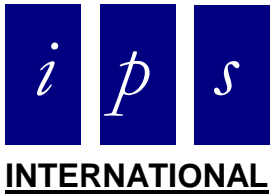
- may have learning or physical disabilities;
- may have mental health problems;
- may be old, frail or ill;
- cannot always take care of his/herself or protect his/herself without help.

#### The Safeguarding Adults Board defines an Adult at Risk as:

Someone aged 18 or over, who is or maybe eligible for community care services and whose independence and well-being would be at risk if she/he did not receive appropriate health and social care support.

#### Relevant Legislation IPS adheres to: (please note this list is not exhaustive)

- Children Act 1989
- Children Act 2004
- Childcare Act 2006
- Education Act 2002
- Education and Skills Act 2008
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended)
- Mental Capacity Act 2005
- The Equality Act 2010
- Immigration, Asylum and Nationality Act 2006

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- The Human Rights Act 1998
- Police Act 1997 Part V
- Criminal Justice & Court Services Act 2000
- The Care Act 2015
- Working Together to Safeguard Children 2015
- Counter Terrorism and security Act 2015
- Modern Slavery Act 2015
- Female Genital Mutilation Act 2003

### **PREVENT**

An element of CONTEST, the UK Government's counter-terrorism strategy, defined as stopping people becoming or supporting terrorists or violent extremism.

Violent extremism in the name of ideology or belief is defined as violence, incitement to violence, terrorism, incitement to terrorism, or other activities that may result in violent behaviour or terrorist activity in the name of an ideology or a set of beliefs.

An integral element of IPS's Safeguarding ethos is encouraging learners to respect the Fundamental British Values of:

- Democracy
- The rule of law
- Individual liberty
- Mutual respect and tolerance of those with different faiths and beliefs.

### **Counter Terrorism Act 2015**

Among other provisions, the act places the Prevent programme on a statutory footing. This means that from the 1st July 2015 every local authority will have a legal duty to, "when exercising its functions, have due regard to the need to prevent people from being drawn into terrorism".

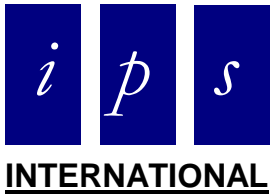
Prevent is one of four strands of the government's counter-terrorism strategy, and aims to stop people becoming terrorists or supporting terrorism.

The Prevent strategy was revised in 2011. The other three strands are:

- Pursue - to stop terrorist attacks
- Protect - to strengthen our protection against terrorist attacks
- Prepare - where an attack cannot be stopped, to mitigate its impact.

At IPS International we have an expectation that we will:

- Work with existing local multi-agency groups to agree risk and co-ordinate prevent activity
- Use the existing counter-terrorism local profiles to begin to assess the risk of individuals being drawn into terrorism.

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- Engage with Prevent coordinators, schools, universities, colleges, local prisons, probation services, health, immigration enforcement and others as part of the risk assessment process.
- Embed the prevent duty so it becomes part of the day-to-day work of IPS, in particular safeguarding.
- Ensure all staff have a good understanding of Prevent, are trained to recognise vulnerability to being drawn into terrorism and radicalisation and are aware of available support to deal with this issue.
- Make staff aware of the other specified authorities in the act who are also subject to the Prevent duty include criminal justice agencies including prisons, educational and childcare establishments, health and the police.

### What is radicalisation

Radicalisation is when a person adopts radical views, often after being influenced by someone they've met or being exposed to propaganda. Some young people going through adolescence are vulnerable to being radicalised as they deal with issues like belonging and faith.

### Why does radicalisation occur?

It happens because those of a radical bent often seek to convert more people to their cause or way of thinking. They do this in order to use them to either spread their hateful message or even carry out harmful acts against those who don't share their views.

### What is extremism?

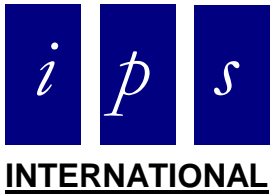
The UK Government defines extremism as vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. Extremism also includes calls for death of members of the armed forces.

### Aim

This policy will enable us to demonstrate our commitment to keeping young people and vulnerable adults with whom we work safe. We acknowledge our duty to act appropriately and immediately to any allegations, reports or suspicions of abuse. Underpinning the aim is a series of objectives which, once achieved will demonstrate the fulfilment of the stated aim of this policy.

This policy will fulfil the stated aim by ensuring that IPS will:

- Establish a safe environment in which our customers can learn and develop;
- Ensure safe recruitment in checking the suitability of staff to work with young people and/or vulnerable adults
- Develop and implement procedures for identifying and reporting cases, or suspected cases, of abuse;
- Have a Designated Safeguarding Lead (DSL) and provide his/her name, to all staff and learners;

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- Promote good practice and work in a way that can prevent harm, abuse and coercion occurring by providing training for all staff, and raising awareness of safeguarding and radicalising influences issues within the whole organisation;
- Ensure that any allegations of abuse or suspicions are dealt with appropriately and immediately, and that the person experiencing abuse is supported.

### Learner Entitlements

All learners are entitled to:

- Be taught in environments which are safe, conducive to learning and free from disruption or threat of harm;
- Expect appropriate action from us to tackle any incidents of violence, threatening behaviour, abuse, discrimination or harassment;
- Have any report of safeguarding issues taken seriously by us and investigated / resolved as necessary;
- Be treated with respect.

### Learners Responsibilities

Providing a safe atmosphere which enhances a learner's experience is a shared responsibility which also places responsibilities on the learners themselves.


Learner entitlements are most likely to be met fully when they:

- Show respect to staff, fellow learners, property and the environment;
- Take a positive and proactive role to keep themselves and others safe;
- Follow the reasonable instructions of staff and others involved with their learning;
- Report any incidents of concern (and are encouraged to do so);
- Appreciate that they are not allowed to increase safeguarding risks to themselves or others, or use our identity or that of our funders online (or in other media) inappropriately;
- Adhere to codes of conduct and do not contravene any aspect them;
- Co-operate with, and abide by, any arrangements put in place to support their behaviour.

### Trainer / Assessor Responsibilities

All staff have a responsibility to:

- Be aware of and implement the Policy on Safeguarding Young People and Vulnerable adults
- Provide a safe, secure and supportive environment for Young People and Vulnerable adults
- Listen to Young People and Vulnerable adults and respond in an appropriate way;
- Protect Young People and Vulnerable adults from abuse;
- Make referrals, preferably via a Designated Safeguarding Lead, in accordance with Local Authority Designated Officer (LADO) procedures;
- Recognise that, if at any time there is a risk of immediate serious harm to a person, a referral should be made to the LADO immediately. Anybody can make a referral. If the person's situation does not appear to be improving, the staff member with

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concerns should press for re-consideration. Concerns should always lead to help for the person at some point;

### Management Responsibilities

To ensure that:

- There are effective safeguarding policies and procedures that are in line with the Local Safeguarding Children Board (LCSB) and Safeguarding Adults Board (SAB) procedures and that the policy is made available to learners on request;
- The organisation operates safe recruitment procedures and appropriate checks are carried out on staff who work with Young People and Vulnerable adults
- Procedures for dealing with allegations of abuse against members of staff comply with the LSCB and SAB inter agency procedures;
- There is a Designated Safeguarding Lead (DSLs), who is a Senior Manager who takes lead responsibility for dealing with safeguarding issues;

Monitors compliance and undertakes an annual review of the Safeguarding Young People and Vulnerable adults Policy. It amends as soon as practicable any weaknesses in arrangements as these are brought to its attention;

Ensures all staff are trained and aware of safeguarding and the Prevent Strategy, to a level 2 accredited qualification.

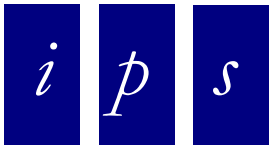
### Designated Safeguarding Lead

The organisation will designate an appropriate member of staff to take lead responsibility for young people and vulnerable adults. This person will have the status and authority to carry out the duties of the post including committing resources and, where appropriate, supporting and directing other staff. When required, she/he has the responsibility for:

- The referral of cases of suspected abuse or allegations of abuse to the relevant investigating agencies, contributing to assessment /case conferences as appropriate;
- Acting as a source of support, and expertise when deciding whether to make a referral and liaising with relevant agencies;
- Ensuring staff who work with Young People and Vulnerable adults have information on the Safeguarding Young People and Vulnerable adults Policy and its associated Procedure and they participate in appropriate induction and training;
- Maintaining accurate, secure records of referrals or concerns;

### Standards by which the Success of this Policy can be Evaluated

- Learner feedback received from surveys and, where applicable, focus groups and forums.
- Formal reflection of, and reporting on, operating safeguarding procedures through the recording, monitoring, and analyses of safeguarding concerns submitted relating to student behaviour.
- Self-assessment and external review.
- Staff responses to training and employing appropriate strategies.

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### Safeguarding referral flow chart

