

# Prevent Policy

## **Mission, Vision and Values**

### **Mission**

Progressing lives through pioneering education.

### **Vision**

Empowering people to unlock their full potential and achieve lasting success.

### **Values**

Care

Expertise

Innovation

Accountability

## **Values**



**Care**



**Expertise**



**Innovation**



**Accountability**

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## 1. Introduction

Busy Bees Education and Training Ltd (BBET) is fully committed to safeguarding and promoting the welfare of all learners, apprentices, staff, and stakeholders. We recognise our responsibility to prevent people from being drawn into terrorism, in line with the Counter-Terrorism and Security Act and the Prevent Duty.

This policy sets out how BBET meets our Prevent Duty responsibilities to protect learners from radicalisation, while supporting freedom of speech and inclusive learning.

## 2. Scope

This policy applies to:

- All apprentices and learners
- All employees including coaches and managers and leaders
- Partner organisations
- Employers hosting apprentices

## 3. Legal and Regulatory Framework

This policy is informed by the following legislation and guidance:

- Counter-Terrorism and Security Act
- Prevent Duty Guidance (England and Wales)
- Working Together to Safeguard Children
- Keeping Children Safe in Education
- Department for Education Apprenticeship funding rules
- Ofsted Education Inspection Framework (EIF)

## 4. Related Policies

This policy should be considered in conjunction with BBET's other policies and procedures including:

- Safeguarding Policy
- Equality, Diversity and Inclusion Policy
- External Speakers and Freedom of Information Policy
- Internet Safety Policy
- Prevent Risk Assessment and Action Plan
- Speak Up Policy

## 5. Definitions

**Extremism:** 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.

**Prevent:** A government strategy aimed at stopping people from becoming terrorists or supporting terrorism.

**Radicalisation:** The process by which a person comes to support terrorism or extremist ideologies.

**Self-radicalisation:** When individuals consume extremist propaganda and start to believe in the ideology behind them.

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

- i) designed to influence the government or an international governmental organisation or to intimidate the public or a section of the public; and
- ii) for the purpose of advancing a political, religious, racial or ideological cause.

## 6. Prevent Strategy

Prevent is a vital part of the UK's counter-terrorism strategy to stop people becoming terrorists or any government funding supporting terrorism. Prevent addresses all forms of terrorism, including Far Right extremism. Extremism in itself is not illegal, but it can act as a 'pathway' to terrorism. Prevent does not aim to criminalise people for holding extreme views; instead, it seeks to stop individuals from encouraging or even committing violent activity.

Prevent specifically:

- Responds to the ideological challenge of terrorism and the threat we face from those who promote it (in all guises)
- Prevents people from being drawn into terrorism and ensures they are given appropriate advice and support and work with sectors and institutions where there are risks of radicalisation which need to be addressed.

BBET's actively promotes all forms of equality and fosters a greater understanding of and respect for people of all faiths (or those of no faith), races, genders, ages, disabilities & sexual orientations.

## 7. British Values

British Values include:

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

BBET actively promotes Fundamental British Values through:

- Curriculum content and learning activities
- Tutorials and enrichment activities embedded within learner journeys
- Equality, diversity, and inclusion practices
- Encouraging respectful debate and critical thinking

## 8. CONTEST

CONTEST is the UK's Strategy for Countering Terrorism, refreshed in July 2023. The aim of the strategy 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:

- PREVENT - to stop people becoming terrorists or supporting terrorism
- PURSUE - to stop terrorist attacks happening in the UK or against UK interests overseas
- PROTECT - to strengthen against a terrorist attack, including borders, utilities, transport infrastructure and crowded place
- PREPARE - to minimise the impact of an attack and reduce the likelihood of further attacks.

## 9. Potential Concerns

Prevent is intended to deal with all kinds of extremist ideologies, including, for example, those motivated by politics, nationalism, environmentalism, animal welfare, or religion.

Potential concerns gathered with information are shared via our Prevent Coordinators including:

- Vulnerability to right-wing terrorism
- Self-initiated attacks (previously termed lone-actor terrorism), including the threat of self-grooming on the internet.
- Incels (involuntary celibates)

## 10. Prevent Co-ordinators

As a national provider, BBET maintains link with Prevent Co-ordinators in the following regions:

- Head of the FE and HE Regional Delivery Network
- North-West
- North-East
- West Midlands
- East Midlands
- South-East
- South-West
- East-of-England
- London

## 11. Prevent Risk Assessment

BBET undertakes Prevent Risk assessments at least annually to identify:

- Risks relating to learner vulnerability
- Risks associated with local, sector-specific, or online influences
- Risks linked to employer placements and subcontracted provision

Key risk areas considered include:

- Large nationally spread learner cohort
- Online and remote learning environments
- Diverse workplace and employer settings
- Exposure to online extremist content
- Vulnerability of learners including:
  - Young people (16-18)
  - Young males
  - Vulnerable adults
  - Fringe social media and internet users
  - Learners with additional learning needs
  - Learners from disadvantaged backgrounds.

Risk assessments are reviewed following any Prevent-related incident or when delivery models or learner demographics change

## 12. Safeguarding and Learner Support

Prevent is embedded within our safeguarding framework. Learners identified as potentially vulnerable to radicalisation are supported proportionately and sensitively. Concerns are managed in line with safeguarding procedures and will not criminalise learners unnecessarily.

## 13. Roles and Responsibilities

### All

- Complete Prevent awareness training
- Remain vigilant to signs of radicalisation
- Report concerns promptly following internal procedures

### Senior Leadership Team

- Give proportionate consideration to the need to prevent people from being drawn into terrorism when carrying out everyday functions and duties
- Prevent people from becoming terrorists, or supporting terrorism
- Challenge extremist ideas used to legitimise terrorism
- Take interventions to stop people from moving into terrorist-related activity

- Understand the nature of the threats from extremism and how this may impact BBET
- Manage potential risks within the organisation and from external influences including the display of extremist materials and the hiring of external premises
- Respond rapidly and appropriately to events in local, national, or international news
- Adopt effective IT security and promote this to all staff and learners
- Ensure all Staff Members aware of the Prevent duty
- Implement measures to minimise the potential for acts of extremism within BBET

#### **Designated Safeguarding Lead (DSL)**

- Act as the single point of contact for Prevent-related concerns
- Liaise with local authorities, employers, and external agencies
- Make referrals to Channel where appropriate
- Own plans to respond appropriately to a threat or incident within the organisation

#### **Managers**

- Ensure all team members are aware of the Prevent duty and following referral process

#### **Coaches**

- Teach learners about British Values, radicalisation and extremism

#### **Learners**

- Are encouraged to share concerns
- Are supported to develop resilience and critical thinking.

### **14. Training and Awareness**

All staff receive appropriate Prevent training, including:

- Understanding radicalisation and extremism
- Recognising vulnerability indicators
- Referral pathways and reporting procedures

Training is refreshed regularly and recorded.

### **15. Supporting Learners**

BBET is committed to providing a curriculum that promotes knowledge, skills, and understanding in order to build the resilience of all Stakeholders by undermining extremist ideology and supporting the learner's voice.

This is achieved through:

- Embedding equality, diversity and inclusion across the curriculum
- Promoting wider skills development such as social and emotional wellbeing
- Raising awareness of British Values in the context of sectors worked in

## Keeping learners safe from Extremism

BBET is committed to keeping all apprentices safe.

**Prevent** is about protecting people from being influenced by extremist ideas or groups.

Learners can expect BBET to:

- Create a respectful and inclusive learning environment
- Encourage open discussion and critical thinking
- Support you if you feel worried about yourself or someone else

If learners are concerned they should:

- Speak to their coach
- Contact the safeguarding team
- Speak to their line manager

Learners will be listened to, supported, and treated fairly.

## 16. Prevent Referral Process

The process flow for raising Prevent Referrals includes:

### 1. Concern identified

(Behaviour, language, online activity, disclosures)

### 2. Immediate action

Record concern factually and promptly

### 3. Report to Designated Safeguarding Lead (DSL)

Via safeguarding reporting process (and direct contact for urgent concerns).

### 4. DSL Risk Assessment

- o Low risk: monitor and support
- o Medium risk: safeguarding support plan
- o High risk: external consultation

### 5. Channel Referral (if appropriate)

Referral made with local authority Prevent team

Any stakeholder identifying a concern must report these to the DSL or deputies as soon as possible for action, recording the referral using the BBET Safeguarding Report Form. All actions are recorded securely and proportionately.

Where incidents relate to extremism, immediate action will be taken when there is information that a violent act is imminent or where weapons or other materials may be in the possession of a Stakeholder. In this situation, a 999 call will be made, and the Senior Leadership Team will be informed as soon as practicably possible.

Where a child or vulnerable adult is thought to be in need or at risk of significant harm or where investigations need to be carried out, a referral will be made in line with BBET's safeguarding procedures following advice from the appropriate agencies.

## 17. External Referrals

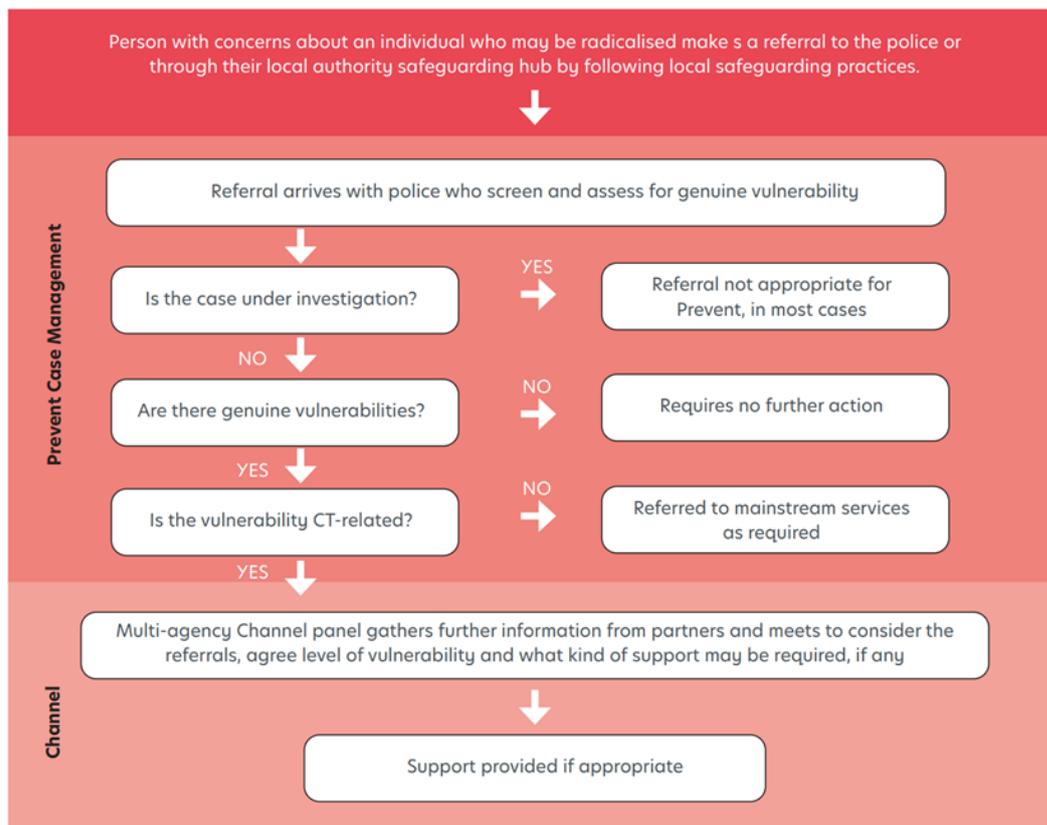
Where appropriate, the DSL or Deputy will contact the local Police and/or other relevant agencies for further advice and guidance when appropriate. The local Channel Panel will be contacted following Prevent guidance and in consultation with safeguarding partners.

When a referral is made, multiple agencies work together to offer support where they consider it necessary and proportionate to do so. The type of support available is wide-ranging and can include help with education or career advice, dealing with mental or emotional health issues, drug or alcohol abuse, and theological or ideological mentoring from a Channel intervention provider (a specialist mentor).

If a concern is identified:

- The concern is reported immediately to the DSL
- The DSL assesses the risk and consults safeguarding partners if needed
- A referral to the local **Channel Panel** may be made where appropriate

Confidentiality is maintained, and information is shared only on a need-to-know basis.



## **18. IT and Online Safety**

BBET has appropriate IT filtering and monitoring systems in place to:

- Prevent access to extremist material
- Monitor online learning platforms
- Promote safe and responsible internet use

Learners receive guidance on online safety through the curriculum.

To safeguard individuals from accessing extremist materials while using company equipment BBET will:

- Log and retain records of all electronic communication (web browsing, email exchanges etc.) by users on the organisation network
- Monitor its telephone, mobile phone, and computing facilities made available to staff, learners, and visitors
- Only support BBET approved software on devices
- Remove unauthorised software that breaches BBET's policy or presents a risk and appropriate action taken
- Report and investigate all unusual or suspicious events and any security breaches via the safeguarding reporting channels

## **19. Employer Engagement**

Employers are:

- Made aware of our Prevent responsibilities
- Expected to uphold safeguarding and Prevent standards
- Monitored through quality assurance processes

## **20. Freedom of Speech and Equality**

We uphold freedom of speech and academic debate while ensuring:

- No promotion of extremist views
- A safe learning environment for all
- Compliance with equality and human rights legislation

## Contact

If you have any questions or suggestions regarding this policy, please contact:

Designated Safeguarding Lead  
Busy Bees Education and Training Limited  
St Matthews, Shaftsbury Drive, Burntwood, WS7 9QP, UK.

Email: [enquiries@busybees.com](mailto:enquiries@busybees.com)

## Statutory information

Busy Bees Education and Training Limited  
Registered in England and Wales under Company Registration No. 03026494  
Registered Office: St Matthews, Shaftsbury Drive, Burntwood, WS7 9QP, UK.

Email: [enquiries@busybees.com](mailto:enquiries@busybees.com)

## Review

This policy is:

- Monitored by senior leadership
- Reviewed at least annually, or in response to legislative changes or following updates to Prevent risk assessments or incidents
- Agreed and signed off by the Managing Director

## Training and Roll Out

This policy will be made available via our website ([busybeestraining.co.uk](http://busybeestraining.co.uk)) and SharePoint. Training will be made available via our Virtual Learning Academy (VLA) and/or during Face-to-Face or Teams meetings as part of ongoing staff development, along with our commitment to this policy.

**Policy Owner:** Designated Safeguarding Lead

**Ref:** C13-Prevent Policy

**Version:** 2.0

**Approval Date:** 1st February 2026

**Review Date:** 1st February 2027