

Prevent Policy

1. Policy Statement

MetaGedu is committed to safeguarding and promoting the welfare of all learners, apprentices, staff, and stakeholders.

As part of this commitment, MetaGedu recognises its responsibilities under the Counter-Terrorism and Security Act 2015 and the Prevent Duty to help prevent people from being drawn into terrorism, extremist activity, or radicalisation.

Prevent forms part of MetaGedu's wider safeguarding responsibilities and is implemented through a proportionate, inclusive, and safeguarding-led approach. MetaGedu recognises that:

- Radicalisation can occur online and offline
- Vulnerability to radicalisation can affect individuals from any background
- Safeguarding concerns must always be managed proportionately
- Staff must avoid stereotyping or discriminatory assumptions
- Early intervention is essential in protecting vulnerable individuals

All concerns relating to radicalisation, extremism, terrorism, or vulnerability will be managed through established safeguarding procedures.

2. Introduction

The Counter-Terrorism and Security Act 2015 places a statutory duty on education providers to have due regard to the need to prevent people from being drawn into terrorism.

This duty forms part of the Government's wider counter-terrorism strategy known as CONTEST.

CONTEST has four strands:

- Prevent – stop people becoming terrorists or supporting terrorism
- Pursue – stop terrorist attacks
- Protect – strengthen protection against terrorism
- Prepare – mitigate the impact of terrorist attacks

The purpose of Prevent is to safeguard individuals who may be vulnerable to radicalisation.

Prevent is not about criminalising individuals or restricting lawful debate. It is a safeguarding process designed to identify and support vulnerable people before concerns escalate.

MetaGedu recognises that modern extremist threats may include:

- Far-right extremism
- Religious extremism
- Misogynistic extremism
- Incel-related ideology

- Conspiracy-based extremism
- Anti-government extremism
- Mixed, unstable or unclear ideologies (MUU)

The organisation recognises that online radicalisation and digital manipulation are increasingly significant safeguarding concerns.

3. Objectives

The objectives of this policy are to:

- Safeguard learners, apprentices, staff, and stakeholders from radicalisation
- Ensure compliance with the Prevent Duty
- Promote a culture of safeguarding and professional curiosity
- Provide clear referral and escalation procedures
- Ensure staff understand indicators of vulnerability

Promote British values including:

- democracy
- the rule of law
- individual liberty
- mutual respect
- tolerance of different faiths and beliefs
- Support learners in developing resilience to extremist narratives
- Promote equality, diversity, inclusion, and respectful debate
- Ensure effective partnership working with external agencies
- Ensure concerns are managed proportionately and lawfully

4. Definitions

Radicalisation

Radicalisation refers to the process by which a person comes to support terrorism or extremist ideologies associated with terrorist groups.

Extremism

Extremism 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.

Terrorism

Terrorism is defined within UK legislation as the use or threat of action designed to influence the government or intimidate the public for political, religious, racial, or ideological purposes.

Prevent

Prevent is part of the Government's CONTEST strategy and focuses on safeguarding people vulnerable to radicalisation.

Channel

Channel is a voluntary, multi-agency safeguarding programme designed to support individuals vulnerable to radicalisation.

5. Scope

This policy applies to:

- All employees
- Apprentices and learners
- Agency staff
- Contractors and subcontractors
- Employers and workplace mentors
- Volunteers
- Governors and directors
- Visitors
- Online and remote learning environments

All individuals working with or on behalf of MetaGedu have a responsibility to uphold safeguarding obligations and the Prevent Duty.

6. Leadership and Governance

Prevent forms part of MetaGedu's safeguarding framework.

The Board and senior leadership team maintain oversight of Prevent compliance through:

- Annual Prevent risk assessments
- Safeguarding reporting
- Policy review processes
- Staff training compliance monitoring
- Learner feedback
- Audit and quality assurance activities

MetaGedu has a nominated Prevent Lead and Designated Safeguarding Lead (DSL). Responsibilities include:

- Managing Prevent concerns and referrals
- Supporting staff and learners
- Liaising with external agencies
- Maintaining records
- Monitoring safeguarding risks
- Ensuring staff training compliance

A Prevent risk assessment will be reviewed annually and updated where necessary. Prevent responsibilities are embedded within:

- Safeguarding procedures
- IT and online safety arrangements
- Social media guidance
- Learner induction
- Staff training
- Remote learning systems

7. Equality, Diversity and Inclusion

MetaGedu recognises that vulnerability to radicalisation can affect individuals from any background, faith, ethnicity, gender, sexual orientation, disability, age, or political viewpoint.

No single indicator or characteristic confirms radicalisation risk.
Staff must:

- Avoid assumptions and stereotyping
- Use evidence-based safeguarding approaches
- Apply professional curiosity
- Respect protected characteristics under the Equality Act 2010
- Ensure concerns are proportionate and lawful

Prevent concerns must always be managed through safeguarding frameworks and must never be based solely on:

- religion
- ethnicity
- political views
- neurodiversity
- cultural identity
- appearance

8. Information Sharing and Confidentiality

Information sharing must comply with:

- UK GDPR
- Data Protection Act 2018
- Human Rights Act 1998
- Safeguarding legislation

Information sharing should always be:

- lawful
- necessary
- proportionate
- relevant
- evidence-based

Where appropriate, consent should be sought before sharing information.
However, information may still be shared without consent where:

- there is a safeguarding concern
- there is a risk of serious harm
- criminal activity is suspected
- public safety is at risk

Only appropriate information should be shared on a need-to-know basis.
Any concerns relating to terrorism or criminal activity must be referred to the police immediately.

9. Recording and Record Keeping

All Prevent concerns, actions, referrals, and outcomes must be:

- accurately recorded
- stored securely
- managed confidentially
- retained in accordance with safeguarding procedures

Records should include:

- nature of the concern
- dates and times
- actions taken
- rationale for decisions
- referrals made
- outcomes and follow-up actions

MetaGedu safeguarding and case management procedures must be followed at all times.

10. Online Radicalisation and Digital Safety

MetaGedu recognises that radicalisation increasingly occurs online. Learners and staff may be exposed to extremist or harmful content through:

- Social media
- Gaming platforms
- Messaging apps
- Livestreaming platforms
- Video-sharing websites
- Online forums
- AI-generated content
- Influencer-based content

Online radicalisation can occur rapidly and may involve:

- Extremist propaganda
- Conspiracy narratives
- Hate content
- Misogynistic ideology
- Incel-related ideology
- Violent online communities
- Grooming and manipulation

Staff should remain alert to:

- Sudden changes in online behaviour
- Obsessive interest in violent incidents
- Sharing extremist material
- Use of extremist symbols or coded language
- Withdrawal from peers
- Secrecy around digital activity
- Harmful conspiracy narratives

MetaGedu uses appropriate filtering, monitoring, safeguarding, and reporting systems to support online safety.
All concerns must be reported through safeguarding procedures.

11. Identifying Vulnerability to Radicalisation

There is no single pathway to radicalisation.
Indicators may include:

- Isolation from peers or family
- Sudden behavioural changes
- Obsession with extremist content
- Expression of hateful or intolerant views
- Glorification of violence
- Attempts to recruit others
- Significant changes in online activity
- Possession of extremist material
- Increased secrecy or withdrawal
- Expressions of grievance or injustice

The presence of one or more indicators does not automatically mean an individual is vulnerable to radicalisation.

Concerns must always be assessed proportionately using professional safeguarding judgement.

MetaGedu recognises that vulnerabilities may include:

- Mental health concerns
- Social isolation
- Trauma
- Bullying
- Identity issues
- Financial hardship
- Online exploitation
- Exposure to extremist narratives

12. Referral Process

Any member of staff who has concerns about an individual must report these concerns immediately through safeguarding procedures.

Immediate Risk

If there is an immediate threat to life or public safety:

- Contact emergency services via 999 immediately.
- Urgent Safeguarding Concern

Concerns should be reported to the Designated Safeguarding Lead as soon as possible and normally within the same working day.

Prevent Concern

Where radicalisation or extremist vulnerability is suspected:

- The concern should be risk assessed
- Appropriate safeguarding procedures followed
- Advice sought from the Prevent Lead where required
- Referral considered where appropriate

The Designated Safeguarding Lead and Prevent Lead will determine whether:

- further internal support is appropriate
- a Prevent referral is required
- another safeguarding pathway is more suitable

Any referral to Channel or external agencies must be:

- proportionate
- evidence-based
- appropriately recorded
- handled confidentially

Referral to Channel is not a criminal process.

13. Channel Process

Channel is a voluntary safeguarding process designed to support individuals vulnerable to radicalisation.

The Channel process:

- identifies vulnerabilities
- assesses risk
- develops support plans
- involves multi-agency partnership working

Channel may involve:

- Local authorities
- police Prevent teams
- education providers
- safeguarding agencies
- healthcare professionals
- social care

Participation in Channel does not result in a criminal record.

Support packages may include:

- mentoring
- mental health support
- education support
- family intervention
- online safety support
- diversionary activities
- counselling

Cases are regularly reviewed and monitored.

14. Risk Assessment and Intervention

Risk assessments should consider:

- engagement with extremist ideology
- intent to cause harm
- capability to cause harm

Interventions should be:

- safeguarding-led
- proportionate
- person-centred
- evidence-based

Support plans should address identified vulnerabilities and reduce risk. MetaGedu recognises that early intervention is often the most effective safeguarding response.

15. Working with Partner Agencies

MetaGedu works collaboratively with:

- local authorities
- police Prevent teams
- safeguarding boards
- education providers
- employers
- social care
- healthcare providers
- community organisations

Effective partnership working is essential in managing safeguarding concerns. Where appropriate, information may be shared with external agencies in accordance with legal and safeguarding obligations.

16. Safeguarding Staff Members

MetaGedu recognises that staff involved in safeguarding or Prevent referrals may require support.

Any threats, intimidation, or concerns regarding staff safety must be reported immediately.

Where necessary, appropriate safeguarding and security measures will be implemented in conjunction with relevant agencies.

17. Training and Awareness

All staff receive safeguarding and Prevent training appropriate to their role. Training includes:

- Prevent Duty awareness
- Radicalisation indicators

- Online radicalisation
- Referral procedures
- British values
- Equality and inclusion
- Online safety
- Safeguarding responsibilities

Training may include:

- Home Office Prevent training
- ACT Awareness e-learning
- Internal safeguarding CPD
- External safeguarding updates
- Sector-specific training
- Training records are monitored centrally.
- Refresher training is completed periodically.

Learners receive awareness education through:

- induction
- tutorials
- safeguarding communications
- online safety education
- British values activities

18. Monitoring and Review

This policy will be reviewed:

- annually
- following legislative updates
- following significant safeguarding incidents
- following inspection recommendations
- following changes in national guidance

Monitoring activities may include:

- safeguarding audits
- learner feedback
- staff surveys
- referral analysis
- training compliance reviews
- risk assessment reviews

19. Related Policies and Guidance

This policy should be read alongside:

- Safeguarding Policy
- Online Safety Policy
- Equality and Diversity Policy
- Behaviour Policy
- Staff Code of Conduct
- Learner Conduct Policy

- Whistleblowing Policy
- IT Acceptable Use Policy
- Safer Recruitment Policy

This policy is informed by:

- Counter-Terrorism and Security Act 2015
- Revised Prevent Duty Guidance: England and Wales (2023)
- Channel Duty Guidance
- Keeping Children Safe in Education 2025
- Working Together to Safeguard Children 2023
- Equality Act 2010
- UK GDPR
- Data Protection Act 2018

20. Change History

Version	Changes Made	Approved By	Date
V1	Initial Release	Eric Sykes	20/02/2023
V2	Appendices Added	Eric Sykes	06/03/2023
V3	Annual Review	Eric Sykes	24/02/2025
V4	Full legislative and safeguarding update including online radicalisation, equality, governance and data protection revisions	Ian Alston	12/052026

Appendix 1 – Prevent Referral Form

REFERRAL PROCESS	
By sending this form you consent for it to arrive with both your dedicated Local Authority safeguarding team & Prevent policing team for a joint assessment. Wherever possible we aim to give you feedback on your referral, please be aware, however, that this is not always possible due to data-protection & other case sensitivities. Once you have completed this form, please email it to contacts on Appendix 2	
INDIVIDUAL'S BIOGRAPHICAL & CONTACT DETAILS	
Forename(s):	First Name(s)
Surname:	Last Name
Date of Birth (DD/MM/YYYY):	D.O.B.
Approx. Age (if DoB unknown):	Please Enter
Gender:	Please Describe
Known Address(es):	Identify which address is the Individual's current residence
Nationality / Citizenship:	Stated nationality / citizenship documentation (if any)
Immigration / Asylum Status:	Immigration status? Refugee status? Asylum claimant? Please describe.
Primary Language:	Does the Individual speak / understand English? What is the Individual's first language?
Contact Number(s):	Telephone Number(s)
Email Address(es):	Email Address(es)
Any Other Family Details:	Family makeup? Who lives with the Individual? Anything relevant.

DESCRIBE CONCERNS	In as much detail as possible, please describe the specific concern(s) relevant to Prevent.
Please Describe	
FOR EXAMPLE: • How / why did the Individual come to your organisation's notice in this instance? • Does it involve a specific event? What happened? Is it a combination of factors? Describe them. • Has the Individual discussed personal travel plans to a warzone or countries with similar concerns? Where? When? How? • Does the Individual have contact with groups or individuals that cause you concern? Who? Why are they concerning? How frequent is this contact? • Is there something about the Individual's mobile phone, internet or social media use that is worrying to you? What exactly? How do you have access to this information? • Has the Individual expressed a desire to cause physical harm, or threatened anyone with violence? Who? When? Can you remember what was said / expressed exactly? • Has the Individual shown a concerning interest in hate crimes, or extremists, or terrorism? Consider <i>any</i> extremist ideology, group or cause, as well as support for "school-shooters" or public-massacres, or murders of public figures. • Please describe any other concerns you may have that are not mentioned here.	
COMPLEX NEEDS	Is there anything in the Individual's life that you think might be affecting their wellbeing or that might be making them vulnerable in any sense?
Please Describe	
FOR EXAMPLE: • Victim of crime, abuse or bullying. • Work, financial or housing problems. • Citizenship, asylum or immigration issues. • Personal problems, emotional difficulties, relationship problems, family issues, ongoing court proceedings. • On probation; any erratic, violent, self-destructive or risky behaviours, or alcohol / drug misuse or dependency. • Expressed feelings of injustice or grievance involving any racial, religious or political issue, or even conspiracy theories. • Educational issues, developmental or behavioural difficulties, mental ill health (see Safeguarding Considerations below). • Please describe any other need or potential vulnerability you think may be present but which is not mentioned here.	

PERSON WHO FIRST IDENTIFIED THE CONCERNS

Do they wish to remain anonymous?	Yes / No
Forename:	Referrers First Name(s)
Surname:	Referrers Last Name
Professional Role & Organisation:	Referrers Role / Organisation
Relationship to Individual:	Referrers Relationship To The Individual
Contact Telephone Number:	Referrers Telephone Number
Email Address:	Referrers Email Address

PERSON MAKING THIS REFERRAL (if different from above)

Forename:	Contact First Name(s)
Surname:	Contact Last Name
Professional Role & Organisation:	Contact Role & Organisation
Relationship to Individual:	Contact Relationship to the Individual
Contact Telephone Number:	Contact Telephone Number
Email Address:	Contact Email Address

Date the concern first came to light:	When were the concerns first identified?
Date referral made to Prevent:	Date this form was completed & sent off?

FOR EXAMPLE:

- Victim of crime, abuse or bullying.
- Work, financial or housing problems.
- Citizenship, asylum or immigration issues.
- Personal problems, emotional difficulties, relationship problems, family issues, ongoing court proceedings.
- On probation; any erratic, violent, self-destructive or risky behaviours, or alcohol / drug misuse or dependency.
- Expressed feelings of injustice or grievance involving any racial, religious or political issue, or even conspiracy theories.
- Educational issues, developmental or behavioural difficulties, mental ill health (see **Safeguarding Considerations** below).
- Please describe any other need or potential vulnerability you think may be present but which is not mentioned here.

REFERRER'S ORGANISATIONAL PREVENT CONTACT (if different from above)

Forename:	Referrers First Name(s)
Surname:	Referrers Last Name
Professional Role & Organisation:	Referrers Role / Organisation
Relationship to Individual:	Referrers Relationship To The Individual
Contact Telephone Number:	Referrers Telephone Number
Email Address:	Referrers Email Address

SAFEGUARDING CONSIDERATIONS

Does the Individual have any stated or diagnosed disabilities, disorders or mental health issues?	Yes / No
Please describe, stating whether the concern has been diagnosed.	

Have you discussed this Individual with your organisations Safeguarding / Prevent lead?	Yes / No
What was the result of the discussion?	
Have you informed the Individual that you are making this referral?	Yes / No
What was the response?	
Have you taken any direct action with the Individual since receiving this information?	Yes / No
What was the action & the result?	
Have you discussed your concerns around the Individual with any other agencies?	Yes / No
What was the result of the discussion?	

INDIVIDUAL'S EMPLOYMENT / EDUCATION DETAILS	
Current Occupation & Employer:	Current Occupation(s) & Employer(s)
Previous Occupation(s) & Employer(s):	Previous Occupation(s) & Employer(s)
Current School / College / University:	Current Educational Establishment(s)
Previous School / College / University:	Previous Educational Establishment(s)

THANK YOU
Thank you for taking the time to make this referral. Information you provide is valuable and will always be assessed. If there is no Prevent concern but other safeguarding issues are present, this information will be sent to the relevant team or agency to provide the correct support for the individual(s) concerned.

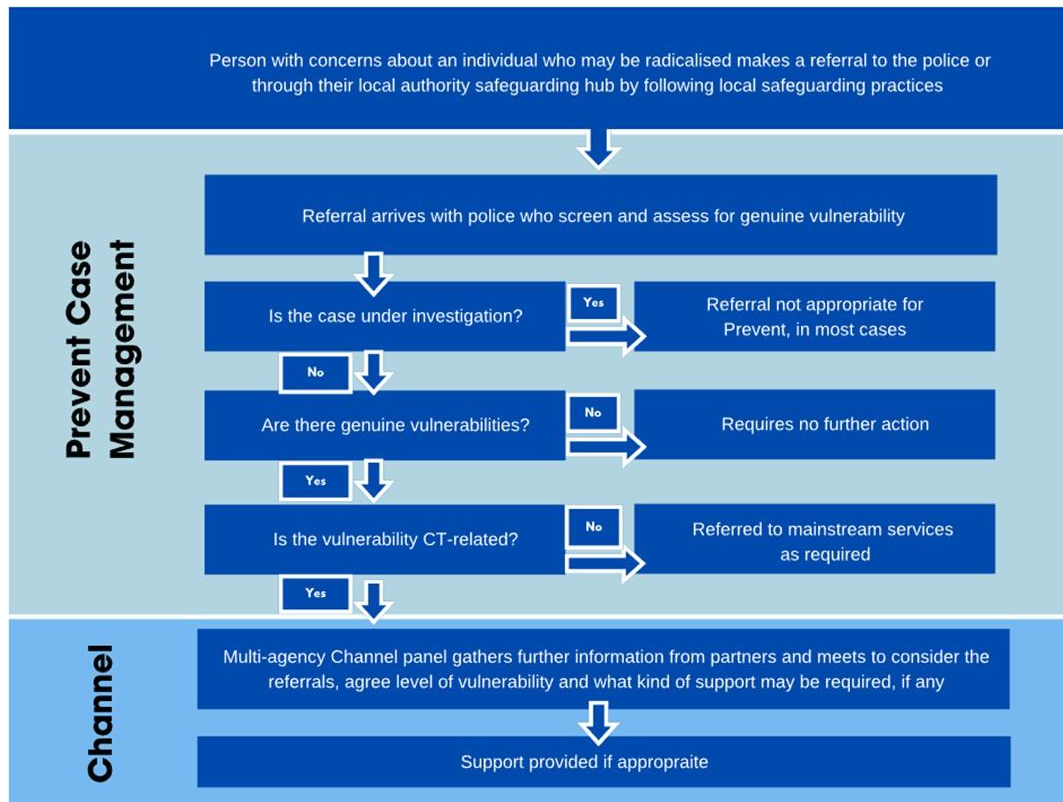
Appendix 2 – Key Prevent Contacts

Region / Organisation	Area Covered	Prevent / Referral Contact	Telephone	Website
Home Office Prevent	National	preventreferrals@homeoffice.gov.uk	N/A	Making a Prevent Referral
Counter Terrorism Policing UK	National	contact via website	N/A	Counter Terrorism Policing UK
ProtectUK	National	contact via website	N/A	ProtectUK
Anti-Terrorist Hotline	National	hotline	0800 789 321	ACT Early Support Guidance
Emergency Services	UK-wide	Emergency Response	999	N/A
Police Non-Emergency	UK-wide	Police Assistance	101	N/A

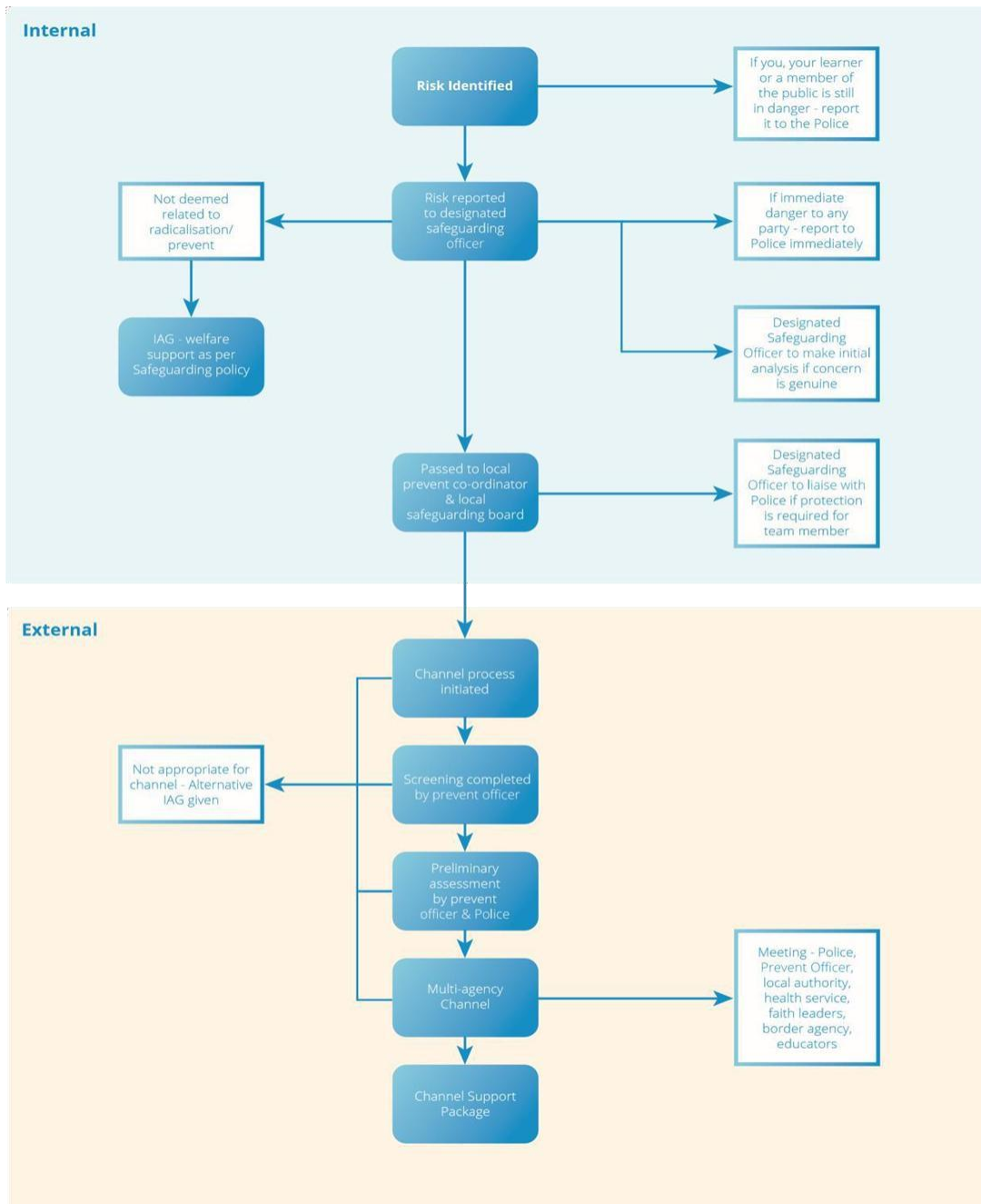
Region / Organisation	Area Covered	Prevent / Referral Contact	Telephone	Website
East Midlands Counter Terrorism Unit	Derbyshire, Leicestershire, Lincolnshire, Northamptonshire, Nottinghamshire	prevent@derbyshire.police.uk	0300 122 8694	Derbyshire Police Prevent Guidance
Counter Terrorism Policing South East (CTPSE)	Hampshire, Kent, Surrey, Sussex, Thames Valley	preventgateway@thamesvalley.police.uk	01865 555618	CTP South East
Counter Terrorism Policing North East (CTPNE)	Yorkshire & North East regions	prevent@westyorkshire.police.uk	N/A	CTP North East
Counter Terrorism Policing North West (CTPNW)	Greater Manchester, Merseyside, Lancashire, Cheshire, Cumbria	prevent@gmp.police.uk	0161 856 6362	CTP North West
Counter Terrorism Policing West Midlands	West Midlands	ctu_gateway@westmidlands.police.uk	0121 251 0241	West Midlands Prevent Guidance
Counter Terrorism Policing East of England	Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk, Suffolk	prevent@beds.police.uk	N/A	Beds Police Prevent Guidance
Counter Terrorism Policing South West	Avon & Somerset, Devon & Cornwall, Dorset, Gloucestershire, Wiltshire	prevent@avonandsomerset.police.uk	N/A	CTP South West
Metropolitan Police Prevent Team	Greater London	preventreferrals@met.police.uk	020 7230 1212	Met Police Prevent Guidance
Scotland Prevent Delivery Unit	Scotland	PreventDeliveryUnit@scotland.police.uk	N/A	Police Scotland Prevent
Wales Prevent Team	Wales	preventwales@gov.wales	N/A	Wales Prevent Guidance
Police Service of Northern Ireland	Northern Ireland	prevent@psni.police.uk	101	PSNI Prevent Guidance

Region / Organisation	Area Covered	Prevent / Referral Contact	Telephone	Website
Northern Ireland (PSNI) Prevent				

Appendix 3 – Prevent Referral Flowchart

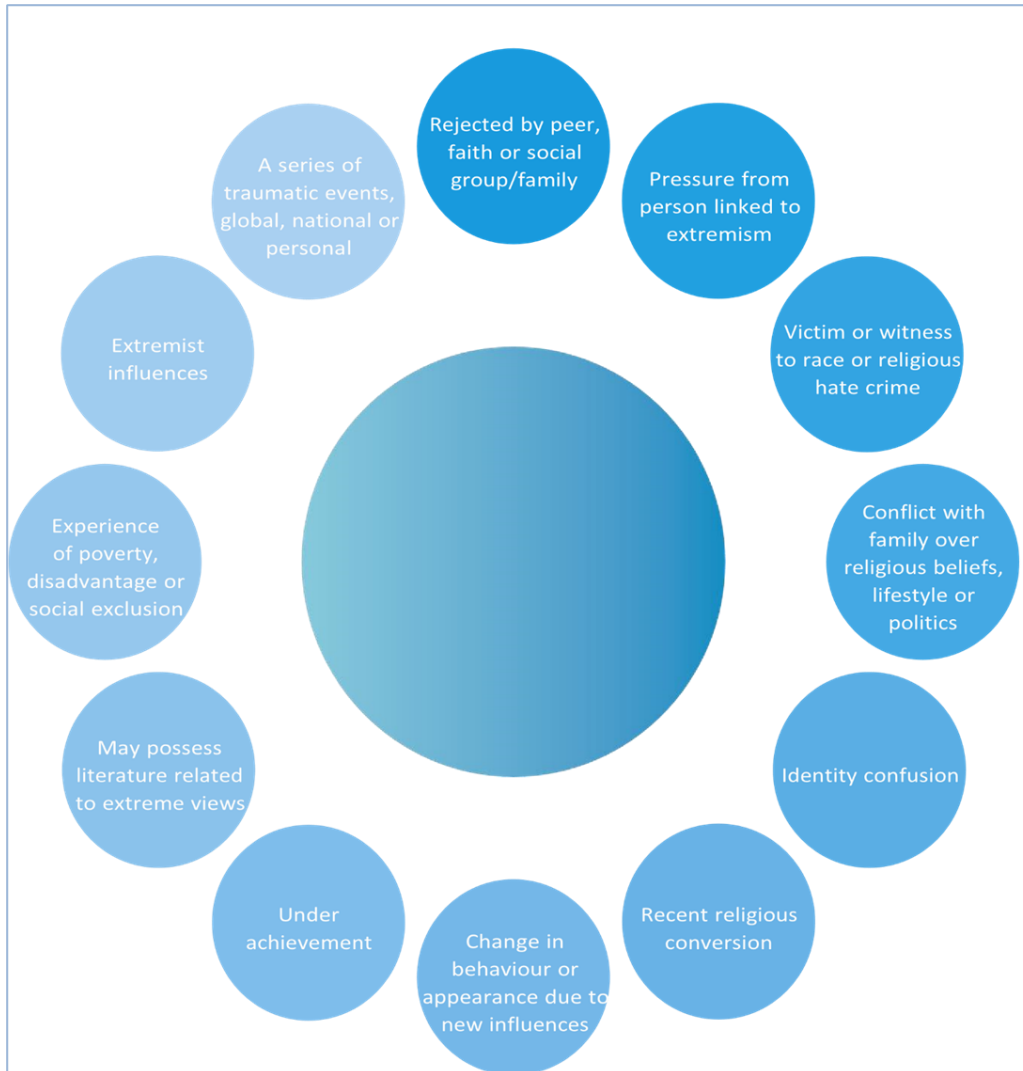


Appendix 4 – Channel Process Flowchart



Appendix 5 – Vulnerability Factors Guidance

The following factors may contribute to vulnerability and should always be considered within safeguarding context:



The presence of one or more factors does not indicate that an individual will become radicalised.

No single factor should be used in isolation.

Staff must avoid stereotyping and should use professional safeguarding judgement at all times.