

PREVENT, DUTY CHANNEL REFERRAL PROCEDURE



Policy Group: Health & Safety and Environment

Effective: September 2025

Approved: The Safeguarding Board

Responsible Officer: Steve Williams, Head of Risk

Next Renew Date: September 2026

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GUIDANCE

Vision

Transform lives through learning

Values



PASSIONATE - We are passionate about inspiring young people, adults and our Purple People to be their best and we take pride in creating a positive learning environment to fulfil their potential.



UNSTOPPABLE - We are unstoppable in our quest for the pursuit of excellence. We are dedicated and resilient to develop ourselves and our learners.



RIGHT - We treat each other with respect and strive to do the right thing through insight, inclusion, honesty, growth and trustworthiness.



PARTNERSHIPS - We support the people surrounding us in our everyday lives, building effective partnerships with businesses, learners and all stakeholders where we can pass on our knowledge and skills to help them meet their goals.



LEARNERS - Learners are at the centre of everything we do and we are driven to provide life-changing and life-long learning for them.



EMPOWERED - We encourage our Purple People to be independent and autonomous to maximise their goals surpassing their barriers and targets. Feel it, believe it, live it.

Tone of voice

Our tone of voice takes its direct influence from our core values. We are passionate about people and learners and are driven to get the best out of everyone by understanding them. We are caring and supportive, as well as being determined and striving for growth. We talk with purpose and enthusiasm in a way that connects and empowers people.

Innovation is at the heart of Learning Curve Group and we're always thinking about what's next!

SUMMARY CHANGES

Date	Page	Details of Amendments
August 2021	Whole document	Extracted information from our previous safeguarding policy to form a standalone procedure to streamline information and make them more user friendly
August 2022	Whole document	Annual Review, ensure in line with up to date Prevent Duty guidance and KCSIE 2022
September 2023	Whole Document	Annual Review, ensure in line with up to date Prevent Duty guidance and KCSIE 2023.
October 2024	Whole Document review	Annual Review, ensure in line with up to date Prevent Duty guidance.
September 2025	Whole Document Review	Annual Review, ensure in line with up to date Prevent Duty guidance.

INTRODUCTION

Learning Curve Group (LCG) are one of the largest national training providers in the UK, providing education and training nationally. All companies within the LCG family uphold the same company Vision, Mission and Core Values and follow our group policies and procedures.

Learning Curve Group (LCG) is committed to providing a secure environment for both learners and staff can continue to flourish, and this policy is closely linked with LCG safeguarding framework and Safeguarding policy.

All staff must read Part One or Annex A of Keeping Children Safe in Education (KCSIE) 2025 as part of their safeguarding responsibilities.

Applies to

This Procedure applies to all LCG Staff, Associates, Volunteers, and Delivery Partners (for the purpose of this procedure we will use the term staff).

Reason for procedure

LCG acknowledges that children are amongst the most vulnerable in society. Therefore, adults in positions of trust have a duty to ensure that the rights of children and young people to protection from abuse are taken seriously and effective action is taken in response to any signs or abuse or neglect. It is also important to note that anyone can become vulnerable at times and more susceptible to being radicalised, including adult learners.

This procedure was created to streamline information and make them more user friendly.

This policy and procedure do not form part of your terms and conditions of employment and can be changed at any time as we deem appropriate.

PROCEDURE

What does PREVENT do?

PREVENT responds to the ideological challenge we face from terrorism and aspects of extremism, and the threat we face from those who promote these views. It provides practical help to prevent people from being drawn into terrorism and ensure they are given appropriate advice and support. Works with a wide range of sectors (including education, criminal justice, faith, charities, online and health) where there are risks of radicalisation that we need to deal with.

PREVENT addresses all forms of terrorism but continues to ensure resources and effort are allocated based on threats to our national security. The Counter Terrorism and Security Act 2015 places a duty on certain bodies to have 'due regard to the need to prevent people from being drawn into terrorism'. The government have defined extremism in the PREVENT Strategy as:

"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; or
2. undermine, overturn or replace the UK's system of liberal parliamentary democracy and democratic rights; or
3. intentionally create a permissive environment for others to achieve the results in (1) or (2)."

The overall aim of counter-terrorism strategy, **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. Prevent remains one of the key pillars of CONTEST, alongside the other three 'P' work strands:

- **Prevent:** to stop people becoming terrorists or supporting terrorism
- **Pursue:** to stop terrorist attacks
- **Protect:** to strengthen our protection against a terrorist attack
- **Prepare:** to mitigate the impact of a terrorist attack

People can commit a terrorist offence even if they have not carried out a terrorist attack. Downloading terrorist materials from the internet or joining a terrorist group could be a terrorist offence.

Radicalisation can happen both in person or online. Everyone is different, and there is no checklist that can tell us if someone is being radicalised or becoming involved in terrorism. But these signs may mean someone is being radicalised:

- accessing extremist content online or downloading propaganda material
- justifying the use of violence to solve societal issues
- altering their style of dress or appearance to accord with an extremist group
- being unwilling to engage with people who they see as different
- using certain symbols associated with terrorist organisations

What to do if you're worried about someone

If the concern is about an LCG Learner staff should raise using MyConcern and report to their DSL. The DSL will confirm if this meets the criteria for either further safeguarding support or a referral through Prevent referral process.

If the Prevent team within the local authority reporting after risk assessing feel the individual would benefit from being adopted by Channel team they will agree with actions to support

Referring someone ensures they get the help they need to keep them and others safe.

How does Channel work?

Usually, a Prevent referral will follow this process.

1. The local police force looks at each referral first. They check if there is an immediate security threat. They will also check if there is a genuine risk of radicalisation.
2. If the person isn't at risk of radicalisation, they are not a case for Prevent. Where appropriate, the person may instead be offered other support, for example being referred to mental health services or social services.
3. If there is a risk of radicalisation, a panel of local experts assesses the referral. The panel is led by the local authority and may include the police, children's services, social services, education professionals and mental health care professionals.
4. If the panel decides that a person is at risk, they'll be invited to join a support programme called Channel. This is voluntary, so a person can choose whether to take part. If a person chooses not to take part in the programme, they may be offered other support instead and any risk will be managed by the police.

Channel works in a comparable way to existing safeguarding partnerships aimed at protecting vulnerable people. Channel is designed to work with individuals of any age, is shaped around the circumstance of everyone and can provide support for any form of personal vulnerabilities linked to someone who is at risk of being radicalised.

Each Channel panel is chaired by a local authority and brings together a range of multiagency partners to collectively assess the risk and 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 based on the risk analysis of the individual, including any link to prohibited groups, ideology, intent, it will look to develop a package of support that is bespoke to the person. The partnership approach ensures that those with specific knowledge and expertise around the vulnerabilities of those at risk can work together to provide the best support.

Useful links are below for more information:

[ProtectUK](#)

www.counterterrorism.police.uk

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 circumstances. A person will always be informed first if it is felt that they would benefit from Channel support. The process is voluntary, and their consent would be needed before taking part in the process. This process is managed carefully by the Channel Panel.

The support provided by the Channel programme may include:

- Mentoring

- mental health support such as counselling
- education or career development support
- online safety training for parents

Who can make a referral?

Anyone can make a referral. Referrals come from a wide range of partners, including education, health, youth offending teams, police, and social services. Within LCG this should be completed following safeguarding concern reporting and DSLs will support the referral to Prevent once risk assessed and then process through to Channel.

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 LCG safeguarding procedures to escalate your concerns to the DSL, reporting on LCG MyConcern to ensure recorded and actions taken to enable review and the DSL can raise concerns to Channel if appropriate.

Staff Training: All staff must complete Prevent Duty training as part of their induction and receive refresher training annually. Training records will be maintained by the DSL and reviewed regularly.

Monitoring

We use a specialist web filtering tool and use this to monitor and report any unusual activity of learners and staff. Regular review of our filtering and monitoring systems and any changes or additions added for any prohibited sites takes place with the SSO and the It Security Officer as required.

Channel Risk Assessment

Risk is a theme that runs through the entire Channel process, i.e., risk to the individual, risk to the public and risk to partners or organisations providing support to the individual, including any intervention providers. The panel is responsible for managing the risk in relation to the vulnerable individual. We have completed a Prevent Risk Assessment, and this can be viewed on request.

The Safeguarding Team

The DSL will be responsible for contacting the Police Prevent Teams, who will assess whether the child or young person may be at risk of radicalization, and where relevant, the Police Prevent Team will refer them to the Local Authority Channel Panel. The Strategic Safeguarding Officer will be responsible for keeping the Key Information Numbers tracker (KIN) up to date and making it available within the Safeguarding Teams area. We will:

- Undertake risk assessments to address the physical management of our estate, including policies and procedures for events held by staff, learners or visitors, and relationships with external bodies and community groups who may use premises, and/or work in partnerships with the institution

- Have clear and visible policies and procedures for managing whistleblowing and complaints
- Have procedures in place to assess Subcontract Partners delivering courses to ensure that this does not lead to inadvertently funding extremist organisations
- Consider notifying the Prevent coordinator and others as necessary and develop a Prevent action plan if a risk is identified

Terminology Note: In line with KCSIE 2025, staff should use sensitive language when referring to individuals involved in safeguarding cases, such as 'victim' or 'alleged perpetrator', and adapt terminology to the preferences of the individual.

DEFINITIONS

Radicalisation - The process by which a person comes to support terrorism and forms of extremism

Vulnerable individuals - In the context of radicalisation, a vulnerable individual is a person who because of unique circumstances, state of mind and life experiences can be led into some form of terrorist ideology. Specific background factors may contribute to vulnerability and susceptibility to radicalisation

Extremism – A person holding extreme views

The government have defined extremism in the PREVENT Strategy as:

"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; or
2. undermine, overturn or replace the UK's system of liberal parliamentary democracy and democratic rights; or
3. intentionally create a permissive environment for others to achieve the results in (1) or (2)."

Ideology – A set of beliefs

Terrorism - An action that endangers or causes serious violence, damage, or disruption, is intended to influence the government, or intimidate the public

RELATED POLICIES

Group 2

Health and Safety Policy

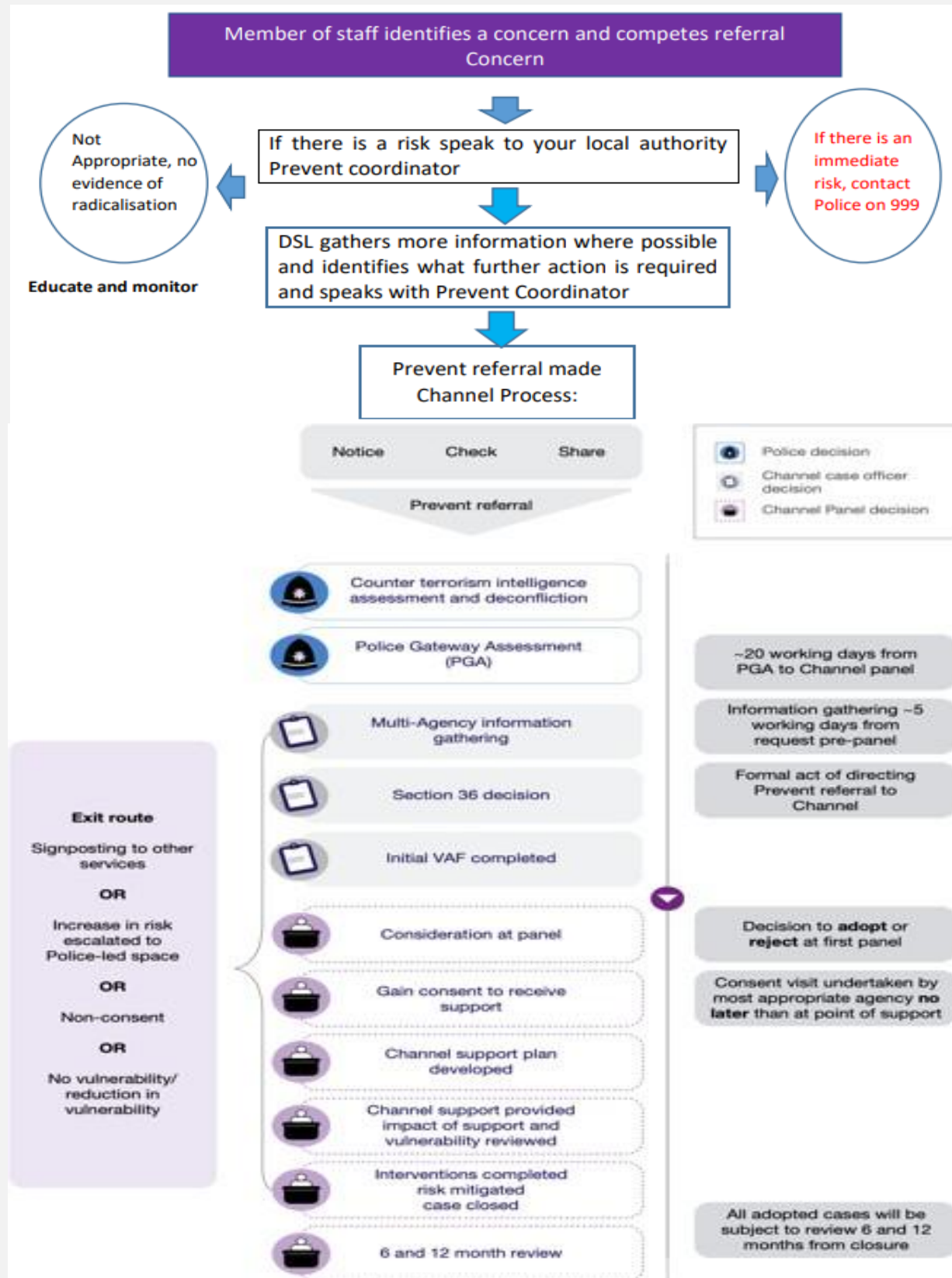
Safeguarding Policy

Preventing Radicalisation and Extremism Policy

Safeguarding Referral Procedure

Types of Safeguarding Themes – Guidance

Appendix 1 Process Map for Reporting a concern of a vulnerable individual



APPENDIX 2

Further Reading and Helplines

Work Based learners and the Prevent Strategy:

[Work-based learners and the Prevent statutory duty - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/work-based-learners-and-the-prevent-strategy)

Safeguarding Vulnerable Adults:

[Safeguarding policy: protecting vulnerable adults - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/safeguarding-policy-protecting-vulnerable-adults)

Teaching online safety in schools:

<https://www.gov.uk/government/publications/teaching-online-safety-in-schools>

[Teaching online safety in schools - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/teaching-online-safety-in-schools)

Channel guidance:

[Channel and Prevent Multi-Agency Panel \(PMAP\) guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/channel-and-prevent-multi-agency-panel-pmap-guidance)

Prevent Duty guidance:

[Prevent duty guidance: for England and Wales \(accessible\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/prevent-duty-guidance-for-england-and-wales)