Prevent and Anti-Extremism Policy

Date established:	July 2015
Updated:	Oct 2025
Reviewed:	Annually
Purpose:	This policy aims to set out MITSkills' position regarding the Prevent and Anti-Extremism policy. This Policy must be read jointly with the following policies: Safeguarding Policy, Anti-Harassment and Anti-Bullying Policy, Use of IT Equipment, Email, Internet and Electronic Password and Signatures Policy

MITSkills (MIT) aims to ensure that learning takes place in a safe environment where extremism in its many forms is challenged, or where appropriate reported and that no employee, trainee, or potential employee will receive less favourable consideration or treatment by virtue of his or her gender, reassignment, race, marriage or civil partnership, pregnancy or maternity, religion or belief, sex, sexual orientation, disability or age. Furthermore, we aim to ensure that no person will be disadvantaged by any condition or requirement, including hidden conditions.

MITSkills will ensure that it engages a competent, skilled workforce reflecting, where possible, the ethnic mix of the local community.

For this policy to be successful, the cooperation of all employees is vital.

We will promote this policy via staff and learner inductions, staff CPD, via learner and employer handbooks, and publish it on our website and on SharePoint for staff and subcontractors. We will publish and promote the policy along with its associated aims within our premises.

We will gain commitment from staff, subcontractors, employers, and learners to this policy by our Directors and Management working with our staff to ensure the aims of the policy are a living part of our ways of working. Consideration of this policy will be included in our recruitment, training and support for staff and learners, and our support for employers and subcontractors. We will have a named Safeguarding and Prevent Lead and Senior Manager who are responsible for leading Safeguarding and Prevent, who will actively promote awareness and ensure adherence to our policy and processes with staff, learners, suppliers, employers and subcontractors, and work with external bodies ensuring feedback is used to improve our policy and processes.

However, MITSkills is ultimately responsible for achieving the objectives outlined, and for ensuring full compliance with the relevant Acts of Parliament, including the Equality Act 2010 and Codes of Practice and the Government's 'Prevent' agenda, and our obligations under Safeguarding.

Misappropriate actions against this policy and the laws on which they are based will be considered a serious offence and will incur disciplinary action or dismissal.

Aims of Prevent Policy

MITSkills is committed to providing a secure environment for learners (including apprentices) and employees, where they feel safe and are kept safe. This policy outlines how we are working with our staff and learners. We aim:

a) to protect apprentices and employees from radicalising influences.
b) to ensure apprentices and employees are resilient to extreme narratives.
c) identify changes in the behaviour of apprentices and employees.

All adults at MITSkills recognise that safeguarding and Prevent is everyone's responsibility, irrespective of the role they undertake or whether their role has direct contact or responsibility for learners or not. Preventing Extremism and Radicalisation is one element within our overall MITSkills arrangement to safeguard and promote the welfare of all learners in line with our statutory duties. This policy also draws upon the Government's 'Prevent' agenda and the Department for Education's guidance, 'Prevent Violent Extremism' and DfE's guidance "Prevent Duty Guidance: for further education institutions in England and Wales" 'as well as MITSkills' Ethos and Practice.

https://www.gov.uk/government/publications/prevent-duty-guidance

(Checked July 26)

When operating this policy, MITSkills 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, 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'. 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. MITSkills does not tolerate extremist views of any kind, whether from internal sources, learners, staff, subcontractors or Directors, or external sources, community, external agencies, or individuals. Learners see MITSkills as a safe place where they can explore controversial issues safely and where our teaching staff and assessors encourage and facilitate this. We have a duty to ensure this happens.

We at MITSkills recognise that extremism and exposure to extremist materials and influences can lead to poor outcomes for learners and so should be addressed as a safeguarding concern as set out in this policy. We also recognise that in challenging extremist views, we are actively protecting our learners. Therefore, at MITSkills, we will provide a broad and balanced training programme, delivered by skilled professionals, to enable our learners to understand and become tolerant of difference and diversity.

We will work to ensure that all learners feel valued and not marginalised. Any prejudice, discrimination, or extremist views, including derogatory language, displayed by learners or staff will always be challenged and, where appropriate, dealt with in accordance with our Learner Disciplinary Policy and the Staff Code of Conduct as part of wider safeguarding responsibilities.

As part of Safeguarding and Prevent, we will monitor Learner and Staff use of MITSkills IT network using an appropriate filter system to ensure that learners and staff are not accessing inappropriate material or downloading illegal or restricted material. We do this via an approved filtering system on our Wi-Fi network. We have taken steps to restrict access to AI, and staff can only use AI with permission from a director or Senior Manager. This will be operated in line with guidance from the Department for Education and the UK Safer Internet Centre.

Learners' use of mobiles within the learning environment is prohibited. Staff and Learners will be made aware of these MITSkills policies as part of their induction. **Use of IT Equipment, Email, Internet and Electronic Password and Signatures Policy,** which should be read in conjunction with Safeguarding and Prevent policies. Learners and Staff may face disciplinary action, including being dismissed or removed from the course for accessing, downloading, or spreading illegal or restricted material (or encouraging others to do so) and may be reported to the police and/or other authorities where appropriate.

MITSkills' staff will be alert to and are asked to report any concerns over any of the following to our Designated Safeguarding and Prevent Lead immediately and no later than 24 hours.

MITSkills Learners are asked to report any concerns over any of the following to any member of staff immediately.

If in doubt, report it -

- Disclosures by learners of their exposure to the extremist actions, views, or materials of others outside, such as in their homes or community groups, especially where learners have not actively sought these out.
- Graffiti symbols, writing or artwork promoting extremist messages or images.
- Learners accessing extremist material online, including through social networking sites or AI.
- Parental/Employer/Staff or other learners' reports of changes in behaviour, friendship or actions and requests for assistance. (Of learners or staff).
- Partner colleges, local authority services, and police reports of issues affecting learners in other colleges or settings.
- Learners 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.
- Extremist views in any form or encouraging others to extremist views can result in learners and/or staff being reported to appropriate support or appropriate authorities.
- MITSkills will take disciplinary action where appropriate, which can include removal from learning for learners and dismissal in the case of staff.
- Anti-Western or Anti-British views.
- Using IT to view, download, access or encourage others to access or download illegal or restricted content or materials or sites encouraging radicalisation or extremist views.

MITSkills will closely follow any locally agreed procedure as set out by the Local Authority and/or Local Safeguarding Children's Board's agreed processes and criteria for safeguarding individuals vulnerable to extremism and radicalisation.

We will help support learners who may be vulnerable to such influences as part of our wider safeguarding responsibilities, and where we believe a learner is being directly affected by extremist materials or influences, we will ensure that the learner is offered mentoring. Additionally, in such instances, MITSkills will seek external support from the Local Authority and/or local partnership structures working to prevent extremism.

By delivering a broad and balanced learning programme, augmented using external sources where appropriate, we will strive to ensure our learners recognise risk and build resilience to manage any such risk themselves, where appropriate to their age and ability, but also to help them develop the critical thinking skills needed to engage in informed debate.

Where there are concerns of extremism or radicalisation, learners and staff will be encouraged to discuss them with the Safeguarding Officer or our Named Senior Manager. The procedure for reporting and referring safeguarding concerns will apply. The Managing Director of MITSkills will task Senior Management with ensuring all staff undertake appropriate training to ensure that they are clear about their role and the parameters of their responsibilities in an active Prevent strategy, including their statutory safeguarding duties.

The Senior Management of MITSkills will support the ethos and values of MITSkills and will support the tackling of extremism and radicalisation. In line with the provisions set out in the DfE guidance 'Keeping Children Safe in Education, 2026', the Managing Director will challenge MITSkills' senior management team on the delivery of this policy and monitor its effectiveness. The Managing Director will review this policy annually and may amend and adopt it outside of this timeframe in accordance with any new legislation or guidance or in response to any quality assurance recommendations pertaining to the delivery of this policy and the overall safeguarding arrangements made.

Use of Company funds and public funds - MITSkills Directors and Senior Managers will not be involved in the funding of extremist organisations and will take steps to prevent the use of company funds or public funds going to extremist organisations.

Staff or learners involved in collecting funds, encouraging others to collect funds, or diverting funds for extremist organisations will be reported to the appropriate authorities and will face appropriate disciplinary action (including dismissal).

Fundraising, charity or otherwise, may only take place within our delivery sites or by staff and learners with the permission of the Directors. We will not allow fundraising by Political parties or organisations – please contact Hisham Zubeidi.

Selection & Recruitment:

- Where possible, to have more than one person involved in the selection, interview, and recruitment process.
- All parties trained in equality of opportunities.
- To involve in the selection and recruitment process women, the disabled and minorities
- To make clear that our responsibility under equality does not preclude our responsibilities under safeguarding or Prevent in protecting the learners, staff, partners, and the wider community.
- Employment will require an enhanced DBS, and to achieve a satisfactory pass in an appropriate Safeguarding and Prevent Training before employment or within the probationary period. No probationary period will be deemed as passed until these are achieved, regardless of any other agreed targets set as a pre-employment requirement. Training will be ongoing in Equality, Safeguarding and Prevent to help underpin a common understanding of the need to facilitate and promote British values, be aware of vulnerable groups, and discourage extremist views which may impact other rights, freedom, and the rule of law.
- Explanations for the selection and rejection of applicants will be recorded.

Training:

- MITSkills will ensure that job descriptions are accurate to the post and frequently reviewed and updated where appropriate.

- All staff are regularly evaluated to identify any additional training needs, including those related to Prevent and Safeguarding and implementing this Policy, including awareness of British Values.

- All staff will be required to read 'Keeping Children Safe in Education 2026' (Part 1) available via the link below. MITSkills recognises that learners and potential learners under 18 are a particularly vulnerable cohort, and reading this document raises awareness among staff of issues relating to this group. (Oct 2026)

- **https://assets.publishing.service.gov.uk/media/6a9088e19a177a1decf97b01/Keeping_children_safe_in_education_2026_Part_one.pdf**

- MITSkills will encourage staff to apply for training and employment opportunities within the company. MITSkills requires all staff to participate in Safeguarding and Prevent training/CPD at least annually. New staff will receive Training in Safeguarding, Prevent, Equality and Diversity and our Anti-Harassment and Anti-Bullying Policy as part of their induction.

- Where a need is identified to recruit competent staff to deliver suitable training and support will be provided, including on Safeguarding and Prevent.

- Staff are required to comply with our Prevent Policy, Safeguarding Policy and Equality and Diversity Policy, which we see as integral to ensuring learners develop and are kept safe within MITSkills.

- For Apprentice Employers and work placement host employers, MITSkills will encourage the employer to understand their responsibility towards young or vulnerable Apprentices or Learners and name a Single Point of Contact (SPOC) to support the learners and act as an employer Safeguarding and Prevent Point of Contact for young or vulnerable adult Apprentices. MITSkills staff will signpost the employer to suitable training for the Employer SPOC to support their knowledge of Safeguarding and Prevent. This will include access to our Policy on our website.

Conditions of service:

- All personnel records will be kept confidential and accessed by authorised person/s only.

- Records on staff will include details on gender, racial origin, and disability.

- Staff will have restricted access to view files held on them and, where necessary, issue instructions for corrections.

- All complaints and grievances should be addressed in the first instance to the line manager; MITSkills has clear guidance on complaints and appeals procedures.

Subcontracting

Where MITSkills subcontracts or has partners deliver to learners, they are required to:

- Confirm as part of selection and ongoing due diligence that their organisation is not involved in funding extremism and has policies in place to prevent the funding of extremist organisations from their organisation's activities, including fundraising events.

- Adhere to the Equality Act and require their staff to do so.

- Subcontractors are required to have linked policies for equality, enhanced DBS for staff, safeguarding, and Prevent and Anti-Extremism policies and related appropriate procedures, including training of all teaching and delivery staff, and for all staff working with MITSkills' learners. Subcontractor's staff are expected to achieve a satisfactory pass in appropriate Safeguarding and Prevent Training as agreed with MITSkills. For new subcontractors, where Safeguarding and Prevent training for all teaching and delivery staff working with MITSkills learners is not already in place, a grace period will be given to evidence that all staff are trained and have passed safeguarding and Prevent training to the standard agreed with MITSkills. Until these are achieved, regardless of any other agreed targets set, as a subcontractor requirement, the subcontractor will have a higher risk rating. If, after the grace period, the evidence of training of staff is not achieved, MITSkills will reflect this in the subcontractor risk rating of high and may incur penalties up to and including the subcontractor partnership being suspended or removed. Where compliance is achieved, subcontractors will then be expected to maintain regular staff and learner training in Equality, Safeguarding and Prevent to help underpin a common understanding of the need to facilitate and promote British values, be aware of vulnerable groups, and discourage extremist views which may impact other rights, freedom, and the rule of law.

Learner Delivery

- Delivery staff, including Subcontractors, will be required to demonstrate the integrated promotion of equality and diversity, including active delivery of the Prevent aims within their schemes of work and delivery, including improving the learners' understanding of Equality and Diversity, British Values, and how to raise concerns over extremism. Delivery staff will be risk-rated on this, and it will be reflected in MITSkills teaching and assessment risk rating procedure. Delivery staff will be expected to develop and improve based on feedback and to agreed timescales (See Operational Plan for Observation Process).

- MITSkills Staff will use Learner induction to introduce Prevent and this Policy. We will offer Learning Curve modules to support learners, including Apprentices, to inform them of the themes within Prevent, help build their awareness of British values, Equality and Diversity, and Safeguarding, to help build resilience to radicalisation.

- Employers – for Apprentices, all employers will be required to identify a Single Point of Contact (the named Mentor in the workplace, as identified at sign-up or as informed by the employer). MITSkills will provide signposting and appropriate Safeguarding and Prevent training, including supporting awareness of training required by the Department for Education. Employers can report concerns over the potential radicalisation of learners, including Apprentices, to Staff or by contacting our Designated Safeguarding and Prevent Lead.

Risk Assessment/Self-Assessment

MITSkills will carry out regular Prevent risk assessments in line with the Department of Education's Assessment Tool (see hyperlink). These will be reviewed and updated at least annually or more frequently as required. – These will be the responsibility of the Designated Safeguarding Lead and the named Senior Manager; ultimate responsibility lies with the Managing Director.

https://www.gov.uk/government/publications/prevent-duty-self-assessment-tool-further-education (Checked Oct 2026)

Policy on Visitors and Public Speakers

All public speakers and visitors must sign in and out of our sites by an authorised member of staff, and their visit must be reported to the appropriate member of staff.

Public Speakers or lecturers must give prior notice of at least 5 days – these must be authorised by the following SMT only: John Osborne or Hisham Zubeidi.

The content of any speaker must be requested and agreed with the Senior Manager, and a member of staff must be present during any speaker's event.

Policy on offsite visits

Visits off-site for learners must be authorised by the named SMT based on a detailed justification by email.

Staff numbers must be appropriate, and associated risks of exposure to radicalisation must be considered in the risk.

Policy related to the Distribution of Leaflets
No leaflets that are not published by a Government Body or Department, a recognised awarding body, local authority, including emergency services, Health Board, Health Group, the Equality Commission, NHS, or trade body may be used or distributed on site unless authorised. Authorisation is via the named SMT - John Osborne or Hisham Zubeidi.

Distribution of political leaflets is prohibited within the college. Staff members or learners distributing leaflets without authorisation may face disciplinary action, including dismissal. This includes e-leafleting.

Policy on the Use IT Equipment of Email and Internet – MITSkills policy on Prevent and regarding use of IT Equipment, Email and the Internet is clearly stated in the Policy, "Use of IT Equipment, Email and Internet." Please read this in conjunction with this policy.

Policy on the Use of the Multi-Faith Prayer Room

Access to the prayer room will be via the Designated Key holder.
The room may not be used for posters or other published material. We do not allow speakers in the prayer room unless authorised under our Public Speaker policy, see above.

Prevent Concerns

What should staff and volunteers do if they have a Prevent concern?

MIT Staff should continue to report their concerns to the Safeguarding & Prevent Designated Lead, who will investigate. Please do not investigate yourself. We ask that you contact the numbers below, making sure you are safe to do so first.

If the learner is in immediate danger or injured, please contact the appropriate emergency service, 999, as learner safety is a priority, but report the incident as soon as possible, preferably the same day but within 24 hours.

We would encourage all staff to report it on the appropriate incident form available on SharePoint and at the end of this document, as this will help structure the report, but again, we ask you to report by phone or email as soon as possible and then complete the form as close to the reporting as possible within 24 hours.

We provide an incident form, which is available on SharePoint and at the bottom of this document.

Reporting Safeguarding and Prevent Concerns

Learners (including Apprentices)

You can report any Safeguarding issues or concerns to any member of staff, or if you prefer, you can contact our Designated Safeguarding Lead – you will be listened to – Phone 01932 341416 and ask for the Safeguarding Lead, Stuart Francis or email **safeguarding@mitskills.com.**

Staff and Employers (SPOC)

Progress your report using the incident form, which is available on the website and attached below at the end of this policy. Email this to **safeguarding@mitskills.com**, our Designated Safeguarding Lead, Stuart, at **Stuart.Francis@mitskills.com**

Designated Safeguarding and Prevent Staff to whom staff should report concerns in the first instance are **stuart.francis@mitskills.com**, **iva.icheva@mitskills.com**, **claire.clark@mitskills.com** and **liam.hughes@mitskills.com**

- MITSkills emphasises the continued importance of all staff acting immediately on any safeguarding concerns.
- MITSkills emphasises the continued importance of all staff acting immediately on any safeguarding or Prevent concerns.
- There is continued importance that staff work with and support local social workers for looked-after and previously looked-after children (Relevant to those on Study). Where there is a known social work contact, please ensure that this is flagged in the incident report.
- **As part of our commitment to learners, we provide Learning Curve online modules to support learners with online and internet safety, safeguarding, and prevent learning. If you have a learner and they have not had access to these training modules, or they have lost access to these, please contact Admin by email. admin@mitskills.com**
- The Government has provided free online courses for staff to support learner safety, and these resources can be found via the link (Oct 2026)

  https://www.support-people-susceptible-to-radicalisation.service.gov.uk/portal

The Government, as part of wider support, has also provided the following link to a free course, which is an introductory Level 1 course in Cybersecurity and Staying Safe online to support those in learning. (Checked Oct 26)

https://www.open.edu/openlearn/science-maths-technology/introduction-cyber-security-stay-safe-online/content-section-overview?utm_source=ncs&utm_campaign=ol&utm_medium=cybersecurity

Staff should also try to be aware of changes in participation in online classrooms or online activity that could be suggestive of a safeguarding issue, e.g., becoming aware of learners accessing radical materials or using inappropriate use of chat sites, texts and emails between peers. (Please refer to Keeping Children Safe in Education 2026) See the link.

https://assets.publishing.service.gov.uk/media/6a9088e19a177a1decf97b01/Keeping_children_safe_in_education_2026_Part_one.pdf

If a member of staff becomes concerned that another member of staff may be using online or personal contact with a learner in a manner that is inappropriate, manipulative, or abusive, they should report this as a safeguarding concern; see reporting above.

It is of continuing importance that staff work with and support local social workers for looked-after and previously looked-after children (Relevant to those on the Study programme). Where there is a known social work contact, please ensure that this is flagged in any incident report. In the event staff are contacted by Social Workers over a Safeguarding concern, they must report this to the Company Secretary and Designated Safeguarding Lead; see reporting above.

Arrangements to support children in the school or college are made for those who do not meet the 'vulnerable' definition.

MITSkills expects that delivery staff will continue to support learners on Breaks in Learning with evidence of learning and review, as well as contact, as a continuing requirement. When a tutor or delivery staff member becomes aware that a learner is failing to participate in learning, they should attempt to communicate this to the learner to understand why. This should be flagged to their lead tutor and the contacts given below under failing to engage as part of reporting, and within 3 working days of becoming aware of the failure to engage.

Whistleblowing – MITSkills has a Whistleblowing Policy, and this extends to Prevent. In the case of Prevent-related issues, in that a learner or member of staff has concerns that an issue related to extremism, or radicalisation is not being dealt with by MITSkills, or in relation to another provider/college/or school, the Department for Education

Ofsted
Piccadilly Gate
Store Street
Manchester
M1 2WD
Tel: 0300 123 3155
E-Mail: **whistleblowing@ofsted.gov.uk**

MITSkills Commitment to Martyn's Law 2025

MITSkills is fully committed to supporting this legislation.

Martyn's Law will keep people safe, enhancing our national security and reducing the risk to the public from terrorism by protecting public venues.

It will place a requirement on those responsible for certain locations to consider the threat from terrorism and implement appropriate and proportionate mitigation measures.

The legislation will ensure parties are prepared, ready to respond and know what to do in the event of an attack.

The DfE extremism reporting form

https://report-extremism.education.gov.uk/ (Checked 2026)

In an emergency, including a threat to life, always call the police on 999.
If you believe you have information relating to terrorism, please call the anti-terrorist hotline on 0800 789 321.

Department for Education has Regional Prevent Coordinators, and they can be contacted via the following links

Regional Further Education (FE) / Higher Education (HE) Prevent Co-ordinators play a key role in the delivery of Prevent, providing FE and HE providers with support to build resilience against the dangers of radicalisation.

More detail is given at the following link (Checked 2026)

https://www.gov.uk/guidance/regional-further-education-fe-and-higher-education-he-prevent-coordinators

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Skills Centre

Safeguarding & Prevent incident report

(Email to **safeguarding@mitskills.com and Stuart.Francis@mitskills.com)**

This form is for staff to record safeguarding or prevent concerns. The completed form should be sent to a member of the safeguarding team. (If the learner is in immediate danger, call 999)

Your name	Your position
Department	Contact phone number
The learner's details	
Name	
Address/phone number	
Date of birth	
Other relevant details about the child: *E.g., family circumstances, physical and mental health, any communication difficulties.*	
Parent/guardian/carer's details	
Details of the allegations/suspicions	
Are you recording: (Please put an X in the box for all relevant) • Disclosure made directly to you by the learner. ☐ • Disclosure or suspicions from a third party. ☐ • Your suspicions or concerns. ☐	
Date and time of disclosure	
Date and time of incident	
Details of the allegation/suspicions. *State exactly what you were told/observed and what was said. Use the person's own words as much as possible*	
Action taken so far:	
Signed	Date