



## Prevent Policy

<b>Name of Policy</b>	<b>Prevent Policy</b>
<b>Approved by</b>	<b>Popeth Cymraeg Board of Directors</b>
<b>Date Approved</b>	<b>February 6th 2020</b>
<b>Date of review</b>	<b>In line with Coleg Cambria's review timetabling</b>

This policy was formally adopted on : February 6th 2020

A handwritten signature in black ink, appearing to read 'Alun Heddwyn Jones'.

Alun Heddwyn Jones  
Chairman of Popeth Cymraeg Directors

A handwritten signature in black ink, appearing to read 'Ioan Talfryn'.

Ioan Talfryn  
Chief Executive of Popeth Cymraeg



## **Introduction/Policy Statement**

Popeth Cymraeg aims to provide an environment which respects and values the positive contribution of all its learners to enable them to achieve their full potential.

To achieve this the institution acknowledges the following basic rights for all its learners:

- To be treated with dignity and respect
- To be fairly treated
- To receive encouragement to reach their full potential

Popeth Cymraeg will comply with the requirements of The Counter Terrorism and Security Act 2015/The Prevent Strategy which is to reduce the threat to the UK from terrorism by preventing people becoming terrorists, or supporting terrorist activity.

## **Purpose**

Popeth Cymraeg fully recognises its responsibilities for and contribution to the safeguarding of all learners including vulnerable adults. This policy applies to the Directors, staff and all volunteers, irrespective of role, working within the Institution and includes external visiting speakers. It applies to all sites of the Institution including:

- Canolfan Iaith Clwyd and the Bodelwyddan Business Centre
- Outreach centres (including those on an employer's site)
- Nurseries arranged jointly with other organisations

The policy and procedures set out below have taken into account the following legislation:

HM Government Revised Prevent Duty Guidance for England and Wales (July 2015)

Prevent Duty Guidance for Further Education Institutions in England and Wales.

These will meet the standards required by Estyn and Ofsted.

There are four main elements to the policy:

- prevention through teaching and pastoral support systems
- procedures for identifying and reporting cases or suspected
- support for learners who may have extremist ideas that are part of terrorist ideology.
- to provide a safe and secure environment for learners in the institution.

## **Scope:**

This policy and procedure include all forms of learners receiving Welsh for Adults courses with Popeth Cymraeg. They are in alignment with those of Coleg Cambria, our partner in Learn Welsh North East Wales.

## **Responsibilities**

Popeth Cymraeg will:

1. Ensure that learners feel safe/secure and are listened to, and that they know whom they can approach if they are worried or in difficulty.  
The chief executive of Popeth Cymraeg will ensure that all staff and directors are aware of this role and its functions.
2. Designate an internal designated safeguarding lead (DSL), a member of staff to be responsible for safeguarding children and vulnerable adults (the chief executive of Popeth Cymraeg) who will also be the single point of contact for prevention concerns (SPOC).
3. Refer all concerns or allegations of abuse promptly to the appropriate agencies, via the SPOC.  
The SPOC will represent the institution at multi agency meetings /Channel Panel meetings in relation to the referral. The SPOC will be responsible for ensuring all staff are briefed on the regulations and practice outlined in this policy. This process will be monitored by the Safeguarding Group.
4. The SPOC will deal with police/service protection requests for individual learners in Coleg Cambria (and, because of the agreement with Popeth Cymraeg, those Welsh learners registered with it as well) in line with current legislation.

5. Keep confidential and secure records of all such referrals. It is the SPOC's responsibility to ensure that copies of relevant referral forms and related documentation are held securely in accordance with the Institution's Data Protection Policy. Confidentiality remains a high priority and suspicions and investigations are shared only with those who need to know. Information is shared under the guidance of North Wales Counter Terrorism Police.
6. Carry out a risk assessment (Creating Safe Learning Communities) which will ensure that appropriate policies and procedures are in place to identify and support individuals who may be vulnerable and also to provide clear management oversight of the requirements. This risk assessment will be regularly reviewed and updated.
7. Ensure adequate training is in place for all staff, volunteers and partners and records kept.

The staff will:

1. Report any suspicions to the SPOC the same day by verbal or written referral. Staff must not comment on any statements made or conduct any questioning of the learner. Appropriate training is given to staff to ensure this take place.
2. Complete the External Visitor Speaker form electronically 14 days prior to the visit.

### **Equality Impact Assessment**

Completed in accordance with institution procedures.

### **Consultation Process and Other Matters**

Because of its relationship with Coleg Cambria Popeth Cymraeg will act in accordance with the college's procedures and will refer any relevant persons to the appropriate officer at Coleg Cambria.

The institution will ensure that the policy for Prevent is guided by the North Wales HE/FE Forum and the North Wales Counter Terrorism Police.

Coleg Cambria will establish and maintain a Safeguarding Group, chaired by the Principal, and ensure that members of this group have undertaken the appropriate training. This will include the SPOC.

The Safeguarding Group will recognise the role of the SPOC and arrange support and training. They will ensure the SPOC represents the institution at appropriate meetings.

The Safeguarding Group will ensure that every member of staff and every governor knows:

- The name of the SPOC and their role.
- That they have an individual responsibility for referring prevent concerns using the proper channels and within the timescales agreed.

This Policy is available in both Welsh and English.