



SAFEGUARDING and PREVENT

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WELCOME

AIM is a national and international awarding organisation. We offer a large number of regulated qualifications at different levels and in a wide range of subject areas, Access to Higher Education Diplomas and End Point Assessments. Our products are flexible enough to be delivered in a range of settings, from small providers to large colleges and in the workplace both nationally and internationally. We pride ourselves on offering the best possible customer service and are always on hand to help if you have any questions. Our organisational structure and business processes enable us to be able to respond quickly to the needs of customers to develop new products that meet their specific needs.

Introduction

Safeguarding and the prevent policy is everyone's responsibility: all AIM staff, trustees, external associates, learners, apprentices, providers, employers and all other stakeholders should play their full part in keeping children, young people and vulnerable adults safe. This policy sets out our position regarding the safeguarding of AIM learners and AIM end point assessment (EPA) apprentices and our commitment to the government's prevent policy and section 26 of the Counter-Terrorism and Security Act 2015.

SAFEGUARDING

All learners and apprentices undertaking AIM qualifications and end point assessment have the right to be assessed in a safe and caring environment where their welfare is paramount. We recognise and acknowledge an element of risk can exist in many learning and assessment situations, and while we may never be able to eliminate this completely, we will do all we can to reduce or limit its impact. We will do this by:

- carrying out DBS checks on all of our EPA independent assessors prior to them commencing EPA activities on our behalf
- requiring our staff to wear ID badges and AIM lanyards
- enquiring our staff to adhere to provider and employer safeguarding policies when conducting visits including not being left unaccompanied with children, young people or vulnerable adults
- ensuring our staff are aware of their safeguarding obligations, through guidance and training
- taking prompt action where we believe that a learner or apprentice is at risk of or has been harmed by:
 - Abuse
 - Bullying
 - Discrimination
 - Mental health
 - Racism
 - Radicalisation and extremism
- ensuring we have a designated safeguarding officer and that all assessors, learners, apprentices, training providers and employers are aware of this and how to make contact if they have a concern. Our safeguarding officer is the AIM People Manager.

PREVENT

Prevent is the anti-radicalisation policy formed as part of the governments Counter Terrorism Act. We recognise our responsibility in supporting this policy through an awareness of the signs of radicalisation and extremism. However, the role of AIM employees and associates is different to that of people working with learners and apprentices over a longer period of time. Our relationship with learners and apprentices is much more transitory so our ability to identify and monitor changes to someone's behaviour over a period of time will be minimal. To aid understanding and awareness of the prevent policy all staff and associates will be required to undertake prevent awareness training so they can be alert to the signs of vulnerability and are able to take appropriate action. We instruct our staff and associates to look out for signs of vulnerability where possible such as:

- loneliness or isolation.
- pressure from persons linked to extremism.
- victim or witness to race or religious hate crime.
- conflict with family over religious beliefs/lifestyle/politics.
- identity confusion.
- recent religious conversion.
- change in behaviour or appearance due to new influence.
- under-achievement.
- possession of literature related to extreme views.
- experience of poverty, disadvantage or social exclusion.
- extremist influences.
- a series of traumatic events global, national or personal.

WHAT TO DO IF YOU HAVE A CONCERN

If you have a concern about a learner or apprentice, please contact the AIM safeguarding officer as soon as possible: Rachael Tweddle, People Manager on 01332 341822 or Rachael.Tweddle@aim-group.org.uk

We will consider each disclosure of information sensitively and carefully and decide upon an appropriate response. We may share with third parties, information received in the disclosure where we consider it necessary to do so. We will not normally inform an informant about the outcome of an investigation.

CONFIDENTIALITY

If you report a concern, we will always endeavour to keep your identity confidential where asked to do so, although we cannot guarantee this and we may need to disclose your identity to:

- DfE prevent coordinators, local authorities, the police, fraud prevention agencies or other law enforcement agencies (to investigate or prevent crime, including terrorism, trafficking and fraud)
- the courts (in connection with court proceedings)
- another person to whom we are required by law to disclose your identity