

Risk Assessment

Aspect:	PREVENT	Completed by:	Mark Vingoe
Date carried out:	August 2023	Date of review:	August 2024

Hazard	Who might be harmed and how?	Control measures in place	Further control measures to reduce the risk of the hazard causing harm?	Who must implement control measures?	Action & required by?	Date action completed.
Awareness. Do key people in the business have a good understanding of Prevent? Key people: MV, MP, RA, MC, SG, ET, RW, SP	Potential apprentices, apprentices, employers, ETT Staff, wider connections	<ul style="list-style-type: none"> a) Key staff to complete prevent training using the home office online training tool b) TO to keep up to date in order to be able to effectively train/assess learners c) Key staff to attend CTLP briefings run by regional HE/FE prevent leads. 	a) Prevent to form part of full company days	MV & MP	<p>Next full company day in Nov 2023.</p> <p>Online training as required</p>	Ongoing
Safeguarding. Do key people (as above) know the signs of radicalisation and do they know what to do if they have a suspicion?	Potential apprentices, apprentices, employers, ETT Staff, wider connections	<ul style="list-style-type: none"> a) Key staff to complete prevent training using the home office online training tool b) ETT to have a clear policy and procedure in place in terms of Prevent. c) Key contact list available to staff for support and referral 	a) Raising Concerns Form in place for ETT staff to record suspicions and refer it to the DSL.	MV & MP	Ensure all staff have good level of understanding and training.	Ongoing
Literature, posters or people in the	Potential apprentices,	a) TO to be vigilant when visiting each workplace or college.	a) Check college policy on literature and posters	RA, MC, SG, ET, RW.	In place	Ongoing

Risk Assessment

workplace or college subcontractors. Are apprentices being exposed to extremist literature, posters or people in their workplace or college provider?	apprentices, employers, ETT Staff, wider connections	<p>b) Use Q&A with apprentices during review meeting to find out if they have seen any such extremist materials or if any person they work with, or meet in college demonstrating extremist views, espousing extremist narrative or encouraging them or others into radicalisation.</p> <p>c) Challenge companies or colleges when literature, posters or people are seen, heard or reported by apprentices.</p>	b) TOs to create a 'Safe Space' for apprentices to discuss terrorism, extremism and radicalisation.			
Local Prevent Structures. Do ETT have a clear understanding of the Prevent Structure at a local level?	Potential apprentices, apprentices, employers, ETT Staff, wider connections	a) Key staff to attend CTLP briefings run by regional HE/FE prevent leads.		MV & MP	Ensure we are linked into all local CTLP briefings.	Ongoing
ETT Staff. Is ETT vigilant to staff members potentially radicalising apprentices?	Potential apprentices, apprentices, employers, ETT Staff, wider connections	<p>a) Regular QI/QA observations of staff who work with the apprentices.</p> <p>b) Apprentices have an opportunity via surveys independent of their TO to give feedback to ETT HQ.</p>		MV & MP		Ongoing

Risk Assessment

		c) Staff undergo an enhanced CRB check and references taken.				
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