

STAND & DELIVER

Learning & Development

Safeguarding and Prevent Policy

Version 1.0 | June 2026

Applies to	All delegates, clients, staff and associates of Stand & Deliver
Covers	Part A: Safeguarding Adults Part B: Prevent Duty
Contact	Louise Jolly louise@enterprise4all.co.uk 07845001319
Address	Unit 313, Daisyfield Business Centre, Appleby Road, Blackburn, BL1 3BL
Effective date	June 2026
Next review	June 2027
Governing law	England and Wales

This policy sets out Stand & Deliver Learning & Development's commitment to safeguarding the welfare of all individuals who engage with our programmes and services, and to fulfilling our responsibilities under the Prevent duty. It is structured in two parts: Part A covers our approach to safeguarding adults, and Part B covers our responsibilities and approach under the Prevent duty.

Stand & Deliver primarily delivers training and development programmes to working adults in employment. Our programmes do not ordinarily involve working with children or with groups formally identified as vulnerable under statutory frameworks. However, we recognise that adults can be at risk of harm and that we have a duty of care to everyone who engages with our services. We also recognise that training environments can, in rare circumstances, be contexts in which safeguarding concerns come to light.

Both parts of this policy reflect the standards required by ILM as our awarding organisation, and our own values as a responsible learning and development provider.

PART A | Safeguarding Adults Policy

A1. Statement of Commitment

Stand & Deliver is committed to the safety, welfare and dignity of every individual who participates in our programmes or interacts with our organisation. We believe that all adults have the right to live free from abuse, neglect and exploitation, and to have their wellbeing and autonomy respected.

We are committed to acting in accordance with the Care Act 2014, which established the statutory framework for safeguarding adults in England, and with any applicable guidance issued by local authorities, the Department of Health and Social Care, or other relevant bodies. We acknowledge that Blackburn with Darwen Borough Council is the local authority for our registered address and we will co-operate with its safeguarding adults board as appropriate.

This policy applies to all delegates, clients, staff and associates. It is provided to delegates as part of their induction and is available on our website at all times.

A2. Scope and Context

Stand & Deliver's programmes are designed for and primarily attended by working adults, typically managers and professionals in employment. We do not routinely work with children (persons under the age of 18) or with formally designated groups of vulnerable adults.

However, we recognise that:

- any adult can be at risk of harm in particular circumstances, including domestic abuse, financial exploitation, physical or emotional abuse, or neglect;
- some delegates may have circumstances that are not immediately apparent and which place them at greater risk than others;
- training environments sometimes create conditions in which personal disclosures occur, particularly in programmes covering leadership, management and coaching; and
- the Prevent duty applies to us as a provider of post-16 education and training, regardless of the age profile of our learners.

Where Stand & Deliver is engaged to deliver programmes that include any participants under the age of 18, or where a client organisation specifically identifies that the delegate group includes vulnerable adults as defined by the Care Act 2014, the Centre Manager must be notified in advance so that additional safeguarding measures can be put in place.

A3. What Is Safeguarding?

Safeguarding adults means protecting an adult's right to live in safety, free from abuse and neglect. Under the Care Act 2014, an adult at risk is a person aged 18 or over who has care and support needs and is experiencing, or at risk of, abuse or neglect, and as a result of those care and support needs is unable to protect themselves from the risk of abuse or neglect.

Abuse and neglect can take many forms. The following categories are recognised under the Care Act 2014 and associated statutory guidance:

Type of Abuse	Description
Physical abuse	Including hitting, slapping, pushing, kicking, misuse of medication, or restraint.
Domestic abuse	Including psychological, physical, sexual, financial, emotional abuse or so-called 'honour'-based violence.
Sexual abuse	Including rape, sexual assault, or sexual acts to which the person has not consented or was pressured into consenting.
Psychological or emotional abuse	Including threats, humiliation, controlling behaviour, isolation, or deprivation of contact.
Financial or material abuse	Including theft, fraud, internet scamming, coercion, misuse of property or benefits.
Modern slavery	Including trafficking, forced labour, and domestic servitude.
Discriminatory abuse	Including abuse based on race, gender, sexual orientation, disability, religion or any other protected characteristic.
Organisational abuse	Including neglect and poor care practice within an institution or care setting.
Neglect and acts of omission	Including ignoring physical or mental health needs, or failure to provide access to appropriate services.
Self-neglect	Including a wide range of behaviours that may place an adult at risk of harm, including neglect of personal hygiene, health or surroundings.

A4. Recognising a Safeguarding Concern

Staff and associates working with Stand & Deliver are not expected to be experts in safeguarding, but they are expected to be alert to signs that may indicate that an adult is at risk of, or experiencing, abuse or neglect. These signs may include:

- unexplained injuries, bruising or marks;
- significant changes in behaviour, mood or demeanour;
- expressions of fear, anxiety, distress or withdrawal;
- disclosure, whether direct or indirect, of abuse or harmful circumstances;
- signs of financial hardship or exploitation;
- comments that suggest a person is being controlled, coerced or threatened; or
- indications of radicalisation or extremist ideology (dealt with further in Part B).

Trainers and assessors working in coaching and management programmes should be aware that reflective exercises, one-to-one discussions and coaching sessions may sometimes lead to disclosures of personal or domestic difficulty. All such disclosures should be handled with sensitivity and reported in accordance with this policy.

A5. How to Respond to a Safeguarding Concern

A5.1 If Someone Discloses Abuse to You

If a delegate, colleague or other person discloses that they are experiencing abuse or that they are at risk, you should:

- remain calm and listen carefully without interrupting;
- take what is being said seriously;
- not promise confidentiality, but explain that you may need to share the information with others in order to keep the person safe;
- not question the person in a way that could be interpreted as investigatory, as this may compromise any later statutory investigation;
- not express shock, disbelief or personal opinions about the alleged perpetrator;
- reassure the person that they have done the right thing by telling you; and
- make a written record of what was said, as accurately as possible and as soon as practicable, noting the date, time, location and the words used.

A5.2 Reporting a Concern

Any safeguarding concern, whether arising from a disclosure, from observations, or from any other source, must be reported to the Designated Safeguarding Lead as soon as possible:

Designated Safeguarding Lead	Louise Jolly, DSL & QA Lead
Email	louise@enterprise4all.co.uk
Tel	07845001319
Address	Unit 313, Daisyfield Business Centre, Appleby Road, Blackburn, BL1 3BL

Reports should be made promptly and should include a written record of the concern. Concerns should not be discussed with third parties, including the alleged perpetrator, except for the purposes of making a formal report.

A5.3 Action by the Designated Safeguarding Lead

Upon receiving a safeguarding concern, the Designated Safeguarding Lead will:

- review the information provided and make an initial assessment of the risk;
- consider whether the adult at risk needs immediate emergency assistance and, if so, contact the emergency services without delay;

- where appropriate, contact Blackburn with Darwen Borough Council Adult Social Care to seek advice or make a referral;
- document all actions taken and decisions made; and
- keep the person who raised the concern informed of the outcome, subject to considerations of confidentiality.

In a situation of immediate danger, any member of staff or associate should call 999 without waiting to consult the Designated Safeguarding Lead.

A5.4 Confidentiality and Information Sharing

Safeguarding concerns will be handled with appropriate confidentiality. However, confidentiality cannot be guaranteed where there is a risk of serious harm to the individual or others. Information may be shared with statutory agencies, local authority safeguarding teams or the police where this is necessary to protect the adult at risk. Any information sharing will be proportionate and carried out in accordance with our Privacy Policy and the relevant data protection legislation.

The adult at risk will normally be kept informed of what information is being shared and with whom, unless doing so would place them or others at greater risk.

A6. Safer Recruitment

Stand & Deliver is committed to recruiting staff and associates who are suitable to work with the adults who attend our programmes. Our recruitment practices include:

- taking up satisfactory references before any appointment is confirmed;
- verifying the identity and qualifications of all staff and associates; and
- where required by the nature of the role or the client context, obtaining a Disclosure and Barring Service (DBS) check at the appropriate level.

All staff and associates are provided with this policy as part of their induction and are expected to familiarise themselves with its contents and to raise any safeguarding concerns without delay.

PART B | Prevent Duty Policy

B1. Overview of the Prevent Duty

The Prevent duty is part of the UK Government's counter-terrorism strategy, CONTEST. It is established in law by the Counter-Terrorism and Security Act 2015 (CTSA 2015) and applies to specified authorities, including providers of further and higher education and certain training providers. The duty requires relevant organisations to have due regard to the need to prevent people from being drawn into terrorism.

The Prevent duty guidance for further education and training providers, published by the Home Office and the Department for Education, sets out the expectations on providers including the need to have a clear policy, staff awareness training, and processes for responding to concerns.

Stand & Deliver delivers training programmes that are funded or regulated in ways that bring us within scope of the Prevent duty. We take our responsibilities seriously and are committed to creating an environment in which radicalisation and extremism cannot take root.

B2. Understanding Radicalisation and Extremism

Radicalisation is the process by which a person comes to support terrorism or extremist ideologies associated with terrorist groups. It can happen in person or online and may be a gradual process. Not all individuals who hold extremist views are at risk of being drawn into terrorism, but Stand & Deliver is alert to the factors that may make someone more vulnerable.

Extremism is defined by the Government as vocal or active opposition to the fundamental values of democracy, including the rule of law, individual liberty, and mutual respect and tolerance of different faiths and beliefs. This includes opposition to British values as defined in the Prevent strategy.

The following may be indicators that a person is being radicalised or is at risk of radicalisation:

- expressions of support for extremist groups or ideologies, including far-right, Islamist or other extremist movements;
- advocacy of violence or terrorism as a means of achieving political or ideological goals;
- sudden or significant changes in behaviour, appearance or social relationships;
- withdrawal from friends, family or colleagues combined with apparent influence from new associations;
- accessing or sharing extremist content online;
- expressions of grievance or a sense of injustice that appear disproportionate or fixated; or
- travel, or stated intentions to travel, to conflict zones without a credible explanation.

These indicators do not, in themselves, confirm that a person is being radicalised. Any concern should be handled sensitively and without stereotyping or making assumptions based on a person's appearance, ethnicity, nationality or religion.

B3. British Values and the Training Environment

As a provider of education and training, Stand & Deliver is committed to actively promoting the fundamental British values of:

- democracy;
- the rule of law;
- individual liberty; and
- mutual respect and tolerance of those with different faiths and beliefs.

These values are embedded in the design and delivery of our programmes. Our leadership and management programmes, in particular, address topics including inclusive leadership, ethical decision-making, managing diverse teams, and organisational culture. These naturally provide opportunities to reinforce and discuss these values in a professional context.

Stand & Deliver will not knowingly allow any part of its premises, online platforms or programme delivery to be used for activities that promote extremist views, undermine British values, or support terrorist organisations.

B4. Channel and the Referral Process

Channel is a voluntary, confidential programme that provides early intervention support to individuals who may be vulnerable to radicalisation. It operates under the oversight of local police and involves a multi-agency panel assessing the level of risk and agreeing appropriate support.

Where a member of Stand & Deliver staff or an associate has a concern about an individual that suggests they may be at risk of radicalisation, they should report this to the Designated Safeguarding Lead, who will consider whether a referral to Channel is appropriate. Referrals to Channel are made via the local police Prevent team or by calling 101.

Where there is an immediate threat to life or of a terrorist act, staff should call 999 immediately. Concerns can also be reported anonymously via the Anti-Terrorist Hotline on 0800 789 321.

Designated Safeguarding Lead	Louise Jolly, DSL & QA Lead
Email	louise@enterprise4all.co.uk
Tel	07845001319
Police non-emergency (Prevent)	101
Anti-Terrorist Hotline	0800 789 321 (anonymous, 24 hours)

Emergency services	999
ACT Early (online referrals)	www.actearly.uk

B5. Online Safety and IT

Stand & Deliver uses digital platforms for the administration of programmes and, where applicable, for online or blended learning delivery. We take reasonable steps to ensure that our digital environment is not used to access, share or promote extremist content.

Where Stand & Deliver provides or facilitates access to any online learning platform or digital resource, use of that platform is subject to acceptable use requirements. Delegates must not use any Stand & Deliver platform, email system or digital resource to access, create, share or promote extremist content, material that supports terrorism, or content that is otherwise unlawful.

Any concern about the use of digital tools or online behaviour by a delegate that may be connected to radicalisation should be reported to the Designated Safeguarding Lead in the same way as any other Prevent concern.

B6. Staff Awareness and Training

All staff and associates of Stand & Deliver are made aware of this policy as part of their induction. The Designated Safeguarding Lead is responsible for ensuring that staff awareness of the Prevent duty is maintained and that this policy is reviewed and updated in line with changes in government guidance.

Staff are encouraged to undertake the Home Office's free online Prevent awareness training, ACT Early e-learning, which is available at www.actearly.uk. Completion of this training is recommended for all staff and associates who have regular contact with delegates.

Stand & Deliver will keep records of Prevent-related awareness activity and will review its approach annually.

7. Responsibilities

The following responsibilities apply in respect of both Part A and Part B of this policy:

Role	Responsibilities
Designated Safeguarding Lead (Louise Jolly)	Overall responsibility for this policy; receiving and acting on safeguarding and Prevent referrals; liaising with statutory agencies; ensuring staff awareness; maintaining records; reviewing the policy annually.
Trainers and Assessors	Being alert to signs of abuse, harm or radicalisation; responding sensitively to disclosures; making timely reports to the Designated Safeguarding Lead; completing Prevent awareness training.
All Staff and Associates	Familiarising themselves with this policy; reporting concerns promptly; not investigating concerns independently; treating all matters with appropriate confidentiality.
Delegates	Treating other delegates and staff with dignity and respect; not promoting extremist or harmful content in the training environment; raising concerns about their own welfare or that of others.

8. Recording and Review

All safeguarding and Prevent concerns, referrals and the actions taken in response will be recorded securely by the Designated Safeguarding Lead. Records will be retained in accordance with our Privacy Policy and with the guidance applicable to safeguarding records. In general, safeguarding records will be retained for a minimum of six years.

This policy will be reviewed at least annually by the Designated Safeguarding Lead, and more frequently where there are changes in legislation, government guidance, or local authority requirements. The current version is always available on our website at www.standanddeliver.co.uk and on request.

9. Related Policies and External Guidance

This policy should be read alongside the following Stand & Deliver policies:

- Equality, Diversity and Inclusion and Malpractice Policy
- Complaints Procedure
- Privacy Policy
- Internal and External Communications Policy

Key external legislation and guidance relevant to this policy includes:

- Care Act 2014 (safeguarding adults statutory framework)
- Counter-Terrorism and Security Act 2015 (Prevent duty)
- Keeping Children Safe in Education (DfE, updated annually, for reference where under-18s are involved)
- Prevent Duty Guidance for Further Education Institutions in England and Wales (Home Office)
- Working Together to Safeguard Children 2023 (HM Government, for reference where under-18s are involved)
- ILM Centre Handbook (safeguarding requirements for approved centres)

Useful contacts and resources:

Blackburn with Darwen Adult Social Care	01254 585 585
Local Authority Designated Officer (LADO)	Contact Blackburn with Darwen Children's Services: 01254 666400
NSPCC Helpline	0808 800 5000 help@nspcc.org.uk
ACT Early (Prevent referrals)	www.actearly.uk
Anti-Terrorist Hotline	0800 789 321
Police non-emergency	101
Emergency	999

10. Policy Review

This policy will be reviewed at least annually and updated where required to reflect changes in legislation, government guidance, ILM requirements or Stand & Deliver's operating practices. The current version is always available on our website at www.standanddeliver.co.uk and on request.

Version	1.0
Date issued	June 2026
Next review	June 2027

Authorised by

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