



PREVENT

As part of the Counter-Terrorism and Security Act 2015, organisations are required to pay 'due regard to the need to prevent individuals from being drawn into terrorism'. There is no single way of identifying a person who may be vulnerable to extremist ideology and it is often the culmination of a number of influences. These can include, family, friends or relationships they have made online. Extremism can also include non-violent action.

The role of Masterclass is to:

- Provide relevant training for Masterclass staff so that they understand the obligations under Prevent Duty and how to manage risks and concerns
- Have clear procedures in place so that any concerns can immediately be brought to specialist attention
- Provide a forum for apprentices to explore these matters
- Provide a contact for any further information regarding the Prevent Duty
- Ensure apprentices are able to express views in non-extremist ways and create an environment that encourages respectful free speech

The Employer's role is to:

- Demonstrate a commitment to the principles that underpin the Prevent Duty
- Seek specialist support if any concerns are raised

British Values

An important part of Prevent is also the promotion of British values. These are the norms that shape our society and which are enshrined in law, through legislation such as the Equality Act 2010. British values are described as:

- Democracy
- The rule of law
- Individual liberty and mutual respect
- Tolerance for those with different faiths and beliefs

Apprentices are encouraged to explore ideas in a context where these values are recognised and respected.

The role of Masterclass is to:

- Promote British values throughout an apprentice's programme
- Provide a dedicated programme of study which defines and explores British values and how they influence our society
- Create opportunities for apprentices to apply their learning to relevant situations and context
- Encourage apprentices to respect each other and their differences, including with regard to protected characteristics outlined in the Equality Act 2010



The Employer's role is to

- Demonstrate a commitment to British values
- Adhere to the requirements of the Equality Act 2010

Staying Safe Online

The increasing use of the internet and digital technology has presented huge opportunities, both to enrich the learning environment for apprentices and also supporting them to expand their personal horizons. However, people are able to access and engage with online content in many ways, so they need to have the skills to be able to use the internet safely and develop appropriate online behaviours.

It is paramount that people are aware of ways in which they can protect themselves online and ensure the security of their personal data. Dangers can include bullying and abuse, revenge porn, grooming, identity theft, and viruses.

An important part of an apprentice's development with Masterclass is becoming a critical thinker. Developing this critical mindset will also help apprentices to examine and appraise the validity and authenticity of information online.

There are many ways that you can access the internet and during your Apprenticeship you may need to conduct research online or use the internet when carrying out your work. Always make sure that you follow some of these ideas to help keep you safe:

- Use a nickname instead of your real name
- Don't tell anyone personal things about yourself and do not give out any information relating to where you live, your surname, phone number, email or name of your workplace
- Instead of posting photos of yourself online, use a cartoon or a picture of your favourite band
- Only send and post things you would be happy for your parents or Employer to see as once something goes online it can be copied and posted in other places
- Never agree to meet someone in person that you have only met online as they may not be who they say they are
- Always respect other people's privacy and feelings and do not send information, photos or gossip about other people without asking them first
- Watch out for junk mail, links to suspicious sites and scams to get your money and ignore and delete them immediately
- Talk to an adult you trust about any problems or worries and if you receive an unwelcome or upsetting message, do not reply.



The role of Masterclass is to:

- Assess how apprentices may be at risk of harm using the internet or technology
- Provide relevant training for apprentices so that they are able to work safely and effectively online
- Help apprentices to develop an objective attitude to online information and evaluate its authenticity
- Make sure Masterclass staff are trained to identify and deal with concerns about online safety
- Provide clear guidance on what is and is not an acceptable use of the internet at Masterclass

The Employer's Role is to:

- Ensure apprentices are made aware of the Employer's policies on using the internet and technology in the workplace
- Understand the dangers apprentices may face using technology in the workplace and act to minimise risks
- Communicate any concerns about safety online to Masterclass

This policy will be reviewed annually by the Company Directors and Curriculum and Manager.

1	Laura Cosier	Revised 1 st Issue	22.9.21
2	Laura Cosier	reviewed	8.4.22
3	Laura Cosier	reviewed	20.3.23
4	Laura Cosier	reviewed	
5	Alison Lipscombe	reviewed	8.4.24