safeguarding policy (child & adult)

The safeguarding policy is comprised of the following sections, and acts as our safer recruitment policy:

1. Safeguarding definitions
2. Policy Statement
3. Roles and responsibilities
4. Training and communication
5. Investigation Process
6. Reporting and referral Process
7. Safer Recruiter
8. Online Delivery
9. Prevent Duty
10. Filtering and monitoring
11. Relevant legislation

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1. Safeguarding definitions

Randstad uses definitions of the term 'safeguarding' from statutory guidance.

1.1 Definition of a child or young person is anyone under the age of 18

Safeguarding children is defined in as:

- providing help and support to meet the needs of a children as soon as problems emerge
- protecting children from maltreatment whether that is within or outside the home, including online
- preventing impairment of children's mental and physical health or development
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes

1.2   Definitions of the four categories of abuse:

1. Physical abuse
2. Sexual child abuse including child sexual exploitation (Rape, molestation, child pornography production and possession)
3. Neglect (Physical neglect, educational neglect, and emotional neglect)
4. Emotional abuse (Aka: Verbal, Mental, or Psychological abuse)

The signs of child abuse aren't always obvious, and a child might not feel able to tell anyone what's happening to them. Sometimes, children don't even realise that what's happening to them is abuse.

Some common signs that there may be something concerning happening in a child's life include:

- unexplained changes in behaviour or personality
- becoming withdrawn
- seeming anxious
- becoming uncharacteristically aggressive
- physical marks/injuries (burns, scars, fractures)
- lacks social skills and has few friends, if any
- poor bond or relationship with a parentove
- knowledge of adult issues inappropriate for their age
- running away or going missing

- always choosing to wear clothes which cover their body.

These signs don't necessarily mean that a child is being abused, there could be other things happening in their life which are affecting their behavior.

1.3 Types of abuse

Child sexual exploitation

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Domestic abuse

In line with the Domestic Abuse Act 2021, children that see, hear or witness domestic abuse and/or violence that occurs between family members are themselves identified as being victims, due to the serious, long-lasting emotional and psychological impact this can have. In some cases, a child may blame themselves for the abuse or may have had to leave the family home as a result.

Types of domestic abuse include intimate partner violence, abuse by family members, teenage relationship abuse and child/adolescent to parent violence and abuse. Anyone can be a victim of domestic abuse, regardless of gender, age, ethnicity, socioeconomic status, sexuality or background.

Older children may also experience domestic abuse and/or violence in their own personal relationships.

Femal genitle mutilation (FGM)

FGM comprises all procedures involving partial or total removal of the external female genitalia, or other injury to the female genital organs'. FGM is illegal in the UK and a form of child abuse with long lasting, harmful consequences. Possible indicators that a child has already been subjected to FGM, and factors that suggest that a child may be at risk, are provided below

Typical identifiers / triggers are:
- Family comes from a community known to practice FGM
- Family / child talks about a long holiday
- Family / child may have asked to be excused PE / swimming on return
- Family / child may confide that she is going to a 'special ceremony' when on holiday
- Female child is known to have a mother that has been subject to FGM
- Female child is known to have a sister that has already undergone FGM
- Family are socially isolated or less well integrated into UK society
- Family withdraws female child from PSHE / SRE – to keep child less informed about their body

If any member of staff receives a disclosure or is aware that a FGM is about to happen this must be disclosed to the Designated safeguarding Lead at the school and within randstad without delay. This is so that the appropriate referrals may be made and/or protective measures may be put in place, especially as the child/ren may be taken out of the country.

Under s74 of the Serious Crime Act 2015 where a child has disclosed that they have undergone FGM the education professional (teacher, support staff) has a duty placed on them, by law, to report this to the Police via the 101 line.

Forced Marriage
A forced marriage is where one or both people do not or cannot consent to the marriage and pressure

or abuse is used to force them into the marriage. It is also when anything is done to make someone marry before they turn 18, even if there is no pressure or abuse.

Forced marriage is illegal in the UK. It is a form of domestic abuse and a serious abuse of human rights.

The pressure put on people to marry against their will, may be:

- physical: for example, threats, physical violence or sexual violence
- emotional and psychological: for example, making someone feel like they are bringing 'shame' on their family

Understand the legislation on forced marriage

The Anti-social Behaviour, Crime and Policing Act 2014 made it a criminal offence in England, Wales and Scotland to force someone to marry. (It is a criminal offence in Northern Ireland under separate legislation).

This includes:

- Taking someone overseas to force them to marry (whether or not the forced marriage takes place)
- Doing anything intended to cause a child to marry before their eighteenth birthday, whether or not a form of coercion is used
- Causing someone who lacks the mental capacity to consent to marry to get married (whether they are pressured to or not)

Forcing someone to marry can result in a sentence of up to 7 years in prison.

Child-on-Child abuse

Child-on-Child abuse is when children abuse other children. This type of abuse can take place inside and outside of school and online.

Child-on-Child abuse is most likely to include, but may not be limited to:

- Bullying (including cyber-bullying, prejudice-based and discriminatory bullying)
- Abuse in intimate personal relationships between children
- Physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm (this may include an online element which facilitates, threatens and/or encourages physical abuse)
- Sexual violence, such as rape, assault by penetration and sexual assault (this may include an online element which facilitates, threatens and/or encourages sexual violence)
- Sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment, which may be standalone or part of a broader pattern of abuse
- Causing someone to engage in sexual activity without consent, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party
- Consensual and non-consensual sharing of nudes and semi nudes images and/or videos (also known as sexting or youth produced sexual imagery)
- Upskirting, which typically involves taking a picture under a person's clothing without their permission, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm
- Initiation/hazing type violence and rituals (this could include activities involving harassment, abuse or humiliation used as a way of initiating a person into a group and may also include an online element)

Where children abuse other children online, this can take the form of, for example, abusive, harassing, and misogynistic messages; the non-consensual sharing of indecent images, especially around chat groups; and the sharing of abusive images and pornography, to those who don't want to receive such content.

If anyone has any concerns about child-on-child abuse, or a child makes a report to them, this will need to be reported to Randstads safeguarding lead immediately. This will then be escalated appropriately in line with the overall safeguarding policy.

There may also be some concerning behaviour from adults who have children in their care, which raises concerns for the child/children's safety and wellbeing.

1.4   Definition of an adult at risk:

An individual aged 18 years or over; who may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Safeguarding adults at risk is defined as:

- Protecting the rights of adults to live in safety, free from abuse and neglect
- People and organisations working together to prevent and stop both the risks and experience of abuse or neglect
- People and organisations making sure that the adult's wellbeing is promoted including, where appropriate, taking fully into account their views, wishes, feelings and beliefs in deciding on any action
- Recognising that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances and therefore potential risks to their safety or well-being

1.5   Definitions of the ten categories of abuse, including signs and symptoms relevant to children and adults as per statutory guidance

1. Physical abuse
2. Domestic violence or abuse
3. Sexual abuse
4. Psychological or emotional abuse
5. Financial or material abuse
6. Modern slavery
7. Discriminatory abuse
8. Organisational or institutional abuse
9. Neglect or acts of omission
10. Self-neglect

Some common signs that there may be something concerning happening in a vulnerable adult or child's life include:
- Physical injuries (bruising, fractures, burns, bedsores)
- Fear
- Depression
- Unexplained weight loss
- Malnutrition
- Untreated medical problems
- Confusion
- Loss of sleep
- Unexpected of unexplained change in behaviour
- Unexplained shortage of money

These signs don't necessarily mean that someone is being abused, there could be other things happening in their life which are affecting their behaviour.
There may also be some concerning behaviour from those with adults at risk or children in their care, which raises concerns for the service users safety and wellbeing.

1.6 Child criminal exploitation

Child criminal exploitation is a form of child abuse where children and young people are manipulated and coerced into committing crimes.

County Lines is the police term for urban gangs exploiting young people into moving drugs from a hub, normally a large city, into other markets - suburban areas and market and coastal towns - using dedicated mobile phone lines or "deal lines". Children as young as 12 years old have been exploited into carrying drugs for gangs. This can involve children being trafficked away from their home area, staying in accommodation and selling and manufacturing drugs. This can include:

- Airbnb and short term private rental properties
- Budget hotels
- The home of a drug user, or other vulnerable person, that is taken over by a criminal gang- this may be referred to as cuckooing.

There are some signs to look out for if you're worried a child or young person has joined a gang, or is being criminally exploited.

- Frequently absent from school and doing badly at school
- Being angry and aggressive
- Having unexplained money and buying new things
- Wearing clothes or accessories related to gang colours or getting tattoos
- Using new slang words
- Making more calls or sending texts, possibly on a new phone
- Spending more time on social media, being secretive about time online

If you suspect a child is a victim of child criminal exploitation this should be treated as a safeguarding concern and appropriate reporting measures should be followed.

1.7 Mental Health

Mental health is an individual's cognitive, behaviour and emotional wellbeing. It's something we all have, including every child and young person. We use the term "mental health issues" to refer to mental health problems, conditions and mental illness. These issues may or may not be medically diagnosed.

All staff should be aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation. Only appropriately trained professionals should attempt to make a diagnosis of a mental health problem.

Mental health is as important to a child's safety and wellbeing as their physical health. It can impact on all aspects of their life, including their educational attainment, relationships and physical wellbeing. Mental health can also change over time, to varying degrees of seriousness, and for different reasons.

Negative experiences such as abuse and neglect can adversely impact a child's mental health. Mental health issues can also sometimes lead to safeguarding and child protection issues, for example if a child's mental health begins to put them or other people at risk of harm.

It can be hard for adults to recognise when a child needs support with mental health issues. And it can be difficult for young people to speak out about the challenges they're facing.

So it's crucial that anyone who works with children is able to recognise the signs that a child may be struggling with their mental health. And that they know how to take appropriate action to support children and young people in getting the help they need.

Recognising issues

Professionals need to be able to recognise the signs that a child may be struggling. However, it's important to remember that some mental health issues may not have visible signs. There are also factors that might make it more difficult for a child or young person to ask for help.

Signs of child mental health issues

There are ways you can identify if a child needs support with their mental health.

By being attentive to a child or young person's mood and behaviour, you can recognise patterns that suggest they need support.

Common warning signs of mental health issues include:

- sudden mood and behaviour changes
- self-harming
- unexplained physical changes, such as weight loss or gain
- sudden poor academic behaviour or performance
- sleeping problems
- changes in social habits, such as withdrawal or avoidance of friends and family.

These signs suggest that a child may be struggling, but there could be a number of different explanations for them.

If a member of staff has a mental health concern about a child this should be treated as a safeguarding concern. This should be reported to your randstad representative immediately. If you are working in a school setting this should also be communicated to the on site DSL as well as Randstad.

2.   Policy statement

2.1   Randstad acknowledges it has a responsibility for the safety of children & adults at risk who are taught by, or come into contact with, our temporary workers and employees. Randstad is committed to practices which protect children & adults at risk from harm. This policy is applied equally to randstad employees and its temporary workers ("candidates").

   All employees and candidates who have unsupervised access to or contact with children & adults at risk are required to;

- recognise and accept their personal responsibilities to keep children & adults at risk safe;
- develop awareness of the issues which can cause children & adults at risk harm; and
- report any concerns they may have to an appropriate person in authority.

2.2   Randstad will endeavour to safeguard children & adults at risk by:

a) reporting concerns to the authorities in line with our misconduct process and co-operating fully with any subsequent investigation;

b) recruiting all candidates in line with our Safer Recruiter – Procedures for checking and registering candidates

2.4   Randstad is also committed to reviewing its policy and processes at regular intervals, or when a change in legislation is made.

2.5   It is Randstad's policy that:

2.5.1   All employees and candidates accept responsibility for the welfare of children & adults at risk whom they come into contact with.

2.5.2   There is a designated safeguarding team within Randstad who will take action following any expression of concern.

2.5.3   Any Randstad employee is obliged to refer any safeguarding or child/vulnerable adult protection concerns to their line manager. Such concerns should always be treated as an incident/complaint and handled in accordance with the Company's laid down procedure.

2.5.4   Any of Randstad employees or candidates who encounter Child Protection concerns in the context of their work on behalf of randstad will be supported when they report their concerns in good faith

2.6   Randstad expects that all employees and candidates will be aware of this Code of Practice and adhere to its principles in their approach to all children and adults at risk.

3.   Roles and responsibilities

All members of the internal staff, as well as Randstad temporary workers are informed and trained on their core responsibilities:

- recognise and accept their personal responsibilities to keep children & adults at risk safe;
- develop awareness of the issues which can cause children & adults at risk harm; and
- report any concerns they may have to an appropriate person in authority.

3.2 Designated safeguarding lead

Randstad has a designated safeguarding lead who has overall responsibility for advising on any concerns about the protection of children & adults at risk and monitoring the effectiveness of this policy. Within the team there Designated safeguard lead Laura Finley and deputy safeguarding officer Bethany Wingfield. The team is contactable via safeguarding@randstad.co.uk or via the designated high risk / safeguarding reporting form.

The role of the designated safeguarding lead is to:

- know which external agencies to contact in the event of a child protection/safety concern coming to the notice of the Randstad;
- provide information and advice on child protection/safety to employees, candidates and external clients as appropriate;
- keep senior management within randstad informed about any action taken and any further action required;
- ensure that proper records of incidents are maintained
- Where appropriate, make formal referrals to the appropriate authorities (i.e. NCTL, HCPC or DBS) if/when necessary.

4.   Training and communication

Randstad is committed to ensuring that everyone relevant or involved with assignments for children or adults at risk understands their safeguarding responsibilities and keeps their knowledge up to date.

4.1 Operations team

All Randstad staff involved in the recruitment and placement process for roles involving children and adults at risk will be given dedicated and relevant safeguarding training on commencement of their role. Training is given in the form of elearning, compliance training presentations/discussions and peer training, it will include:

- What is safeguarding
- How to identify a potential safeguarding matter
- Their responsibilities
- Reporting process
- Randstads internal process

4.2 Temporary workers

In line with Keeping Children Safe in Education (KCSIE) and Care Act 2014, all temporary workers ("candidates") who are placed within a relevant setting or job role will be required to complete relevant training.

Randstad provides all candidates with information and guidance related to safeguarding, spotting signs, categories of abuse and the reporting process.

For education based roles all candidates will read, acknowledge and accept part 1 KCSIE and prevent duty.

Child roles:

- Learning what abuse is
- What forms child abuse can take and the effects it can have
- Signs that may mean a child is suffering abuse and how to respond if a child confides in you
- Processes for reporting abuse
- The child protection system
- Good practice guidelines
- Child maltreatment
- Good practice, your roles and responsibilities, the impact of safeguarding on professionals and training

Adults at risk roles:

- Learning what abuse is
- Identify situations in which adults are at risk.
- Recognise the signs of abuse.
- Understand the importance of taking action.
- Identify good practice guidelines.
- Good practice, your roles and responsibilities, the impact of safeguarding on professionals and training

All temporary workers receive a handbook to give additional guidance including their safeguarding responsibilities and the process for reporting and investigation of incidents.

Randstad also works closely with our clients to ensure where there any additional needs for a role this is reflected in the required elearning modules.

4.3 Safeguarding lead and team

Randstad's central safeguarding team all undertake adult and child safeguarding elearning training, as well as regular and frequent updated training and peer training.

The safeguarding lead will also undertake practical level 3 training with a qualified external provider (such as NSPCC) that will be renewed every two years.

4.4 Communication

Where there are any important changes or information updates in regards to safeguarding these will be communicated both internally and externally. This may include the review and update of our procedures, where this is necessary this will also be communicated to all relevant parties.

Communication will be done via email and verbally where appropriate, and reflected within our training.

5. Investigation process

Randstad has a dedicated process for safeguarding and high level situations: Randstad UK High Risk/Safeguarding Process

The process details how an issue may be raised and how this will be dealt with internally as well as possible outcomes.

For any investigations Randstad will ensure to:
- Identify possible communication channels, both internally and externally
- Acknowledge any concerns raised by our temporary workers, clients or external parties
  - As well monitor and raise any internal concerns
- Log and record this information via a specialised form and ticketing system
  - High Risk/Safeguarding Reporting Form
  - The central log/ticket will give the concern a unique identifying number, and collect all relevant information
  - Body forms can be completed at this stage if necessary
- All potential safeguarding concerns will be addressed by the central safeguarding team as the highest priority
- The central safeguarding team will review the concerns and support the operations team
- Randstad will assist any external bodies, including the police, in their own investigations
  - This may include meetings, supplying information or completing documentation
- Where a meeting are held these will be recorded with all decisions and actions taken
- The central log/tickets will be kept up to date with notes from the investigation process, with any supporting information and contacts attached
- Candidate records will be kept up to date
- Outcomes will be recorded and taken inline with relevant guidance, including referrals
- Communication will be made to all relevant parties to inform of outcomes and actions

As part of the safeguarding process, any candidate under investigation will have their current assignment with Randstad ended. Randstad will not provide any further work to the candidate until the allegation has been resolved. This is to ensure the safeguarding of both our candidates and end-users. We will give regular updates to candidates and offer support throughout the investigation process.

6. Reporting and referrals

An investigation and evidence gathering will first be undertaken by Randstad. This is in order to establish if the allegation has foundation, for example as part of an internal disciplinary process. Without evidence or substance to the claims many allegations will be quickly closed down as there will be no foundation on which the DBS or other bodies can proceed. In the case of an allegation involving a child LADO will be notified immediately.

6.1 Reporting candidates

Once a full investigation has been undertaken Randstad will refer candidates if we feel there are issues that fall under the Four headings:

(i)   Has there been unacceptable professional conduct
(ii)   Conduct that may bring the profession into disrepute
(iii)   A conviction at any time of a relevant offence

(iv)   Actions that have caused harm or posed risk of harm to a child or adult at risk

Randstad understands it has a responsibility to refer any candidates who match the criteria above.

A review will be made of the location of the candidate, professional bodies they are members of and their job title to determine which bodies a referral will be necessary to. This can include DBS, PVG, Access NI, Disclosure Scotland, NMC, CQC, SSSC, TRA, EWC or HSPC. Randstad will follow the relevant process as determined by the regulator, but will always involve the collection and submission of all relevant evidence.

Referrals will be made by the safeguarding lead, assisted by the deputy safeguarding officer and where possible candidates will be made aware of referrals.

Once a referral is deemed necessary the following policy should be followed: Randstad Unsuitable Work-seekers Policy.

6.2 Reporting candidates to the DBS

The DBS will consider cases that concern safeguarding matters (i.e. harm or the risk of harm to a child / vulnerable adult), barring individuals from working with children / adults at risk where appropriate. Referrals are made to the DBS when an employer or organisation, e.g. a regulatory body, has concerns that a person has caused harm, or poses a future risk of harm to vulnerable groups, including children.

In these circumstances the employer must make a referral to the DBS

The Safeguarding Vulnerable Groups Act 2006 (SVGA) places a legal duty on regulated activity providers and personnel suppliers to refer any person to the Disclosure and Barring Service (DBS) who has:

- Harmed or poses a risk of harm to a child or vulnerable adult
- Satisfied the harm test (i.e. no action or inaction occurred but the present risk that it could was significant) or
- Received a caution or conviction for a relevant offence

We also need to have permanently removed the person from regulated activity through dismissal, permanent transfer from regulated activity (or would have if the person had not left, resigned, retired, or made redundant)

Learning lessons
After any cases where the allegations are substantiated, we will review the circumstances of the case to determine whether there are any improvements that we can make to the procedures or practice to help prevent similar events in the future.

Definition of low-level concerns
The term 'low-level' concern is any concern – no matter how small – that an adult working in or on behalf of the school may have acted in a way that:

- Is inconsistent with behaviour expected, including inappropriate conduct outside of work
- Does not meet the allegations threshold or is otherwise not considered serious enough to consider a referral to the designated officer at the local authority

Examples of such behaviour could include, but are not limited to:

- Being overly friendly with children
- Having favouritesTaking photographs of children on their mobile phone
- Engaging with a child on a one-to-one basis in a secluded area or behind a closed door
- Using inappropriate or offensive language

Sharing low-level concerns

Randstad understands the importance of creating a culture of openness, trust and transparency and encourages all staff to share low-level concerns so that they can be addressed appropriately.

Randstad do this by:

- Ensuring staff are clear about what appropriate behaviour is, This is reflected within our code of conduct.
- Ensuring staff are confident in distinguishing expected and appropriate behaviour from concerning, problematic or inappropriate behaviour, in themselves and others
- Empowering staff to share any low-level concerns
- Empowering staff to self-refer
- Addressing unprofessional behaviour and supporting the individual to correct it at an early stage
- Providing a responsive, sensitive and proportionate handling of such concerns when they are raised

Responding to low-level concerns

If a low level concern is raised to randstad via a third party, we will liaise with the third party to support them to collect evidence where necessary by speaking:

- Directly to the person who raised the concern, unless it has been raised anonymously
- To the individual involved and any witnesses

The safeguarding lead will use the information collected to categorise the type of behaviour and determine any further action

7. **Safer Recruiter (Putting safeguarding first – procedures for checking and registering candidates)**
Upon registering with Randstad, each candidate is subjected on first contact to a verbal vetting process. This uses company standard procedures to ascertain whether the individual meets the company minimum requirements for the registration and interview. After the interview, the candidate is then subject to a series of stringent quality checks including:

- All Supply staff are interviewed face to face and 10 years work history confirmed accounting for any gaps in employment.
- Identity checks completed including eligibility to work, photo ID, and proof of residence.
- A medical self - assessment questionnaire is completed with the candidate to ensure they are fit to work.
- Qualification & QTS status checked and confirmed.
- UK Prohibition/interim probation checks and Section 128 (where applicable) completed before placement and re-checked annually for restrictions.
- Barred list check completed as part of enhanced DBS check. Update service check validated to include barred list. These checks are completed annually
- DBS update service or a new DBS issued within the last 12 months ensuring we meet the DBS Safeguarding guidelines. Re-checked after any 6 month break in service.
- Candidates are encouraged to join the DBS update service if not already a member.
- Candidates who have worked or lived in another country for 6 months or more in the last five years must provide a police check or certificate of good conduct where possible
  - Where a local police check is not available or can't be validated we would seek to gain reassurance from a previous employer of the absence of convictions. If at any time a candidate is offered to a client before all the checks are completed, the client will be informed.
- All candidates are stringently reference checked, and we require a minimum of two recent references covering a substantial period one of which is required to be the candidate's most recent or current employer.
- Where a candidate is not currently working with children a reference is also gained from the employer where the candidate was working with children.
- We offer comprehensive free CPD
- For roles within education it is a mandatory requirement to read part one of **KCSIE** and the **prevent duty guidance.**

8. Online Delivery

Randstad takes its responsibility seriously for the safety of all those using online platforms to receive and deliver education. Pupils, teachers/tutors, parents/carers, commissioning bodies and Randstad are all actively responsible for playing a role in ensuring online safety of children in a virtual/ remote learning environment.

It is important that all staff who interact with children, including online, continue to look out for signs a child may be at risk. Any such concerns should be dealt with as per the Randstad safeguarding policy.

Further information can be found in Randstad's online tuition policy.

9. Prevent Duty

The duty in the Counter Terrorism and Security Act 2015 is "to have due regard to the need to prevent people from being drawn into terrorism." Prevent – is the Government's national counter terrorism strategy and aims to stop people being drawn in terrorism. It aims to reduce the risks of radicalisation and ensure people are given advice and support.

Extremism – is vocal or active opposition to fundamental British Values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. This also includes extremism calls for the death of the armed forces, whether in the UK or overseas (Home Office 2015).

Radicalisation – refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism.

CHANNEL Process

CHANNEL is a Government initiative early intervention process; it is a key element to the Prevent strategy and is a process for safeguarding individuals by assessing their vulnerability to being drawn into terrorism. Channel assesses vulnerability using a consistently applied vulnerability assessment framework built around three dimensions:

- Engagement - with a group, cause or ideology.
- Intent - to cause harm.
- Capability - to cause harm.

The dimensions are considered separately as experience has shown, for example, that it is possible to be engaged without intending to cause harm and that it is possible to intend to cause harm without being particularly engaged.

Vulnerability to Radicalisation

All internal staff and temporary workers have a responsibility to take notice of patterns of behaviour that show whether a person is engaged in an ideology, is intent in causing harm or capable of committing violent acts. There are a number of behaviours and other indicators that may indicate a vulnerability to radicalisation and extremism.

Engagement factors are sometimes referred to as psychological hooks. These could include the needs of a person, their susceptibilities, their motivations and influences.

Engagement factors can also include:

- Feelings of grievance or injustice.

- Feeling under threat.
- A need for identity, meaning or belonging.
- A desire for status.
- A desire for excitement or adventure.
- A need to dominate and control others.
- A desire for political or moral change.
- Opportunistic involvement.
- Family or friends' involvement in extremism.
- Mental health issues.
- Spending increasing time in the company of other suspected extremists.
- Changing their style of dress or personal appearance to accord with the group.
- Their day-to-day behaviour becomes increasingly centered around an extremist ideology, group or cause.
- Loss of interest in other friends and activities not associated with the extremist ideology, group or cause.
- Possession of material or symbols associated with an extremist cause (e.g., the swastika for far right groups).
- Attempts to recruit others to the group/cause/ideology.
- Communications with others that suggest identification with a group/cause/ideology.
- Intent factors are those that show a person is ready to use violence to promote their views or achieve their aims.
- Clearly identifying another group as threatening what they stand for and blaming that group for all social or political ills,
- using insulting or derogatory names or labels for another group,
- speaking about the imminence of harm from the other group and the importance of action now,
- expressing attitudes that justify offending on behalf of the group, cause or ideology,
- condoning or supporting violence or harm towards others; or plotting or conspiring with others.

To have capability to cause harm requires skills, resources and networks to be successful.

- Having a history of violence,
- being criminally versatile and using criminal networks to support extremist goals,
- having occupational skills that can enable acts of terrorism (such as civil engineering, pharmacology or construction), or
- having technical expertise that can be deployed (e.g., IT skills, knowledge of chemicals, military training or survival skills).

The examples above are not exhaustive and vulnerability may manifest itself in other ways. There is no single route to terrorism nor is there a simple profile of those who become involved. For this reason, any attempt to derive a 'profile' can be misleading. It must not be assumed that these characteristics and experiences will necessarily lead to individuals becoming terrorists, or that these indicators are the only source of information required to make an appropriate assessment about vulnerability.

Prevention

Randstad employs various strategies to control the risk of abuse, radicalisation and extremism and target the causes and opportunities for abuse and neglect. These include:

- Acknowledgement of this policy for all randstad employees and temporary workers.
- Becoming a REC Audited Education member, which shows our commitment to consistent safer recruitment practices.
- Embedding a rigorous Recruitment, Selection and Vetting policy of all temporary workers.
- Embedding the principles of safeguarding into operational, management expectations and professional practice.

- On-going Safeguarding Awareness training for all Randstad employees and temporary workers.
- Randstad has a designated Safeguarding Lead to support on all areas concerned to safeguarding.

Escalating an incident or concern

Prevent concerns and/or incidents should be reported using Randstad's high risk safeguarding reporting form (internally). For individuals external to randstad you can email any concerns directly to our designated safeguard lead via safeguarding@randstad.co.uk

Once the Designated Safeguarding lead has been informed they will make a decision on whether the issue needs to be escalated to the local Police Prevent Officer. The designated safeguarding lead will then support the Channel process as seen fit by the local Channel panel. It should be noted that referral to the channel process is not a criminal intervention.

10. Filtering and Monitoring

Filtering and monitoring systems are used to keep pupils safe when using your school's IT system.

Filtering systems: block access to harmful sites and content.

Monitoring systems: identify when a user accesses or searches for certain types of harmful content on school and college devices

Filtering and monitoring is put in place to safeguard and protect children. Safeguarding is everyone's responsibility.

As Randstad is a recruitment agency, we do not provide IT equipment or software to children. However, if one of our candidates was based in a school and should have any concerns, they are expected to notify the DSL at the school and the DSL at randstad via 'safeguarding@randstad.co.uk' immediately.

All candidates are instructed to follow the school's policy and process in relation to filtering and monitoring. If you have any questions related to the school's policy or process this should be addressed with the school DSL.

Things to think about?

It is not recommended that you bring your own IT device into school to use within a lesson. If this is something you wish to do you must review the content you intend on sharing with the school DSL to ensure it meets the schools filtering and monitoring policy.

If you have any online content you wish to use as part of your lesson ensure it meets the schools policy on filtering and monitoring

KCSIE specifics are outlined in relation to filtering and monitoring.

- The DSL is expected to take lead responsibility for filtering and monitoring. This should also be outlined in the DSL job description.
- All staff should receive appropriate safeguard and child protection training. This should now include understanding of expectations, applicable roles and responsibilities of filtering and monitoring.

The education setting is responsible for the following:
- Identify and assign roles and responsibilities to manage filtering and monitoring systems
- Review filtering and monitoring provision annually
- Block harmful and inappropriate content without unreasonably impacting teaching and learning.
- Have effective monitoring strategies in place that meet their safeguarding needs.

11. Relevant legislation and guidance:

- Keeping Children Safe in Education 2024
- Working together to safeguard children 2018
- Care Act, 2014 (2018)
- The Human Rights Act 1989
- The Children Act 1989 & 2004
- The Children and Social Work Act 2017
- Domestic Abuse
- Data Protection Act 2018
- The Mental Capacity Act 2005
- Adults with Incapacity (Scotland) Act 2000
- Guidance for Safer Working Practice for those working with children and young people in education settings (GSWP), May 2019 and the annexe issued in 2020.

This policy should be read in conjunction with

- Randstad Standard Registration Policy
- Randstad Public Services Safeguarding Client Letter
- Randstad Unsuitable Work-seekers Policy