



ENERGY &  
ENVIRONMENT  
AWARDS

# Safeguarding and Prevent Policy

Version 1  
March 2026

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## 1 Purpose

This policy sets out our approach to ensuring safety, protection and welfare of all individuals who interact with our qualifications, including end-point assessment, assessments. It sets out Energy and Environment Awards' approach to safeguarding children, young people and adults at risk, and its compliance with the Prevent Duty to protect individuals from radicalisation and extremism.

Energy and Environment Awards is committed to:

- Protecting all individuals from abuse, harm, neglect, and exploitation
- Preventing people from being drawn into terrorism
- Ensuring safe, fair, and inclusive qualification delivery
- Responding promptly and effectively to safeguarding and Prevent concerns
- Providing appropriate training for all staff and associates
- Maintaining clear reporting and escalation routes.

## 2 Scope

This policy applies to:

- All employees and associates, including external quality assurers (EQAs), independent assessors, internal quality assurers (IQAs).
- Centres approved to deliver Energy and Environment Awards qualifications, including end-point assessments.
- Any individual engaging with Energy and Environment Awards Energy and Environment Awards qualifications, including end-point assessments, including learners.

## 3 Definitions

Energy and Environment Awards use the definitions of the terms 'safeguarding' and 'children or young people' from statutory guidance (Working Together to Safeguard Children 2023).

### **Safeguarding**

Safeguarding and promoting the welfare of children is defined for the purposes of this policy as:

- Protecting children from maltreatment

- 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.

## **Prevent**

Prevent duty requires all education providers ‘to help prevent the risk of people becoming terrorists or supporting terrorism’, including safeguarding learners from extremist ideologies and radicalisation.

## **Children / Young People**

Any person who has not yet reached their 18<sup>th</sup> birthday.

## **Vulnerable Adult / Adult at risk**

A person aged 18 or above who may be vulnerable due to care needs, disability, mental health, or circumstances that reduce their ability to protect themselves.

## **Radicalisation**

Radicalisation is the process through which a person comes to support or be involved in extremist ideologies, which is in itself a form of harm.

# **4 Roles and responsibilities**

## **4.1 Energy and Environment Awards**

Energy and Environment Awards have a Safeguarding Officer in place, who is responsible for:

- Implementation of the safeguarding and prevent policy.
- Handling any concerns and escalations.
- Liaising with the regulator, external stakeholders and centres, where applicable.
- Ensuring that employees and associates receive training.

All employees and associates must complete safeguarding and Prevent training, which includes awareness of the process for reporting concerns immediately.

Energy and Environment Awards' employees involved in the design and development of qualifications and assessments will appropriately consider and manage any sensitive content, ensuring that materials do not expose learners to harm, distress or undue risk.

## 4.2 Approved Centres

It is the responsibility of Energy and Environment Awards approved centres to:

- Have their own safeguarding and prevent policies in place.
- Maintain their safeguarding and prevent policies.
- Nominate a designated safeguarding lead.
- Ensure all staff members have received appropriate training for safeguarding and prevent.
- Ensure safe recruitment of centre staff (including the request of a Disclosure and Barring Service check where applicable).

Centres seeking Energy and Environment Awards centre approval must have the above controls in place.

## 5 Reporting a Safeguarding or Prevent concern

Any concern must be reported via the Compliance email inbox set out below, [compliance@energyenvironmentawards.co.uk](mailto:compliance@energyenvironmentawards.co.uk).

Where possible, any reported concern should include the centre involved, nature of the concern, any relevant dates / times, any evidence and any immediate risks.

Upon receipt of any safeguarding or prevent concern, Energy and Environment Awards will acknowledge the concern raised, confirm the names of those involved and assess any immediate risks before investigating / escalating the concern, where applicable.

## 6 Information Sharing and Confidentiality

Information will be shared only on a need-to-know basis, and records will be kept securely in line with GDPR. Where possible, confidentiality will be maintained;

however, safeguarding concerns override data protection and confidentiality where safety is at risk.

## 7 Safe Recruitment

Energy and Environment Awards is committed to safe, fair and transparent recruitment practices to ensure all individuals who work on its behalf, whether as employees or associates (e.g. independent assessors, IQAs or EQAs) are suitable and pose no risk to learners, centres, the integrity of assessments or the reputation of the organisation.

As part of this commitment, a Disclosure and Barring Service (DBS) check will be conducted, where appropriate, prior to undertaking any work on behalf of Energy and Environment Awards.

## 8 Policy review

This policy is subject to a three-year review cycle, or earlier if any of the following circumstances apply:

- in response to changes in Government or regulatory requirements
- any feedback or concern be brought to the attention of Energy and Environment Awards
- following any major safeguarding or prevent incident.

This review approach ensures the policy remains fit for purpose, compliant with legislation and regulatory requirements, with the process and outcomes being deliverable.

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