

# Prevent Strategy Risk Assessment & Action Plan

**Version 2022**

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<b>Appendix 1</b>	Prevent Risk Assessment & Action Plan 2022/2023
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## **1. Introduction**

1.1 Section 26 (1) of the Counter Terrorism and Security Act 2015 places a duty on certain bodies to have “due regard to the need to prevent people from being drawn into terrorism”.

1.2 The Government’s Prevent Strategy was published in 2011 and forms part of an overall Counter Terrorism Strategy known as CONTEST. The Contest Strategy has four elements which are detailed below:

- Pursue
- Protect
- Prepare
- Prevent

1.3 Prevent is a key part of the Contest Strategy which aims to stop people from becoming terrorists or supporting terrorism. Early intervention is at the heart of Prevent in diverting people away from being drawn into terrorist activity as Prevent happens before any criminal activity takes place. It is about recognising, supporting and protecting individuals who might be susceptible to radicalisation. The Prevent Strategy was explicitly changed in 2011 to deal with all forms of terrorism and target not only violent extremism but also non-violent extremism which can create an atmosphere conducive to terrorism and can popularise the views which terrorists exploit.

1.4 The government’s 2011 Prevent Strategy objectives are as follows:

- Respond to the ideological challenge of terrorism and the threat we face from those that promote it.
- Prevent people from being drawn into terrorism and ensure that they are given appropriate support.
- Work with sectors and institutions where there are risks of radicalisation that we need to address.

1.5 The United Kingdom currently faces a range of terrorist threats. All terrorist groups that pose a threat to the UK seek to radicalise and recruit people to their cause. A system of threat levels has been created which represents the likelihood of an attack in the near future. The current Government threat level from international terrorism in the UK is ‘substantial’ which means that a terrorist attack is likely.

## **2. Key Definitions**

2.1 For the purposes of this strategy the following definitions have been adopted;

**Radicalisation** is defined as the process by which people come to support terrorism and extremism and, in some cases, then participate in terrorist groups.

**Extremism** is vocal or active opposition to British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

**Non-violent extremism** is extremism, as defined above, which is not accompanied by violence.

**Having due regard** means that the authorities should place an appropriate amount of weight on the need to prevent people being drawn into terrorism when they consider all the other factors relevant to how they carry out their usual functions.

**Interventions** these are projects intended to divert people who are being drawn into terrorist activity. Interventions can include mentoring, counselling, theological support, encouraging civic engagement, developing support networks (family and peer structures) or providing mainstream services (education, employment, health, finance or housing).

**Terrorism** is an action that endangers or causes serious violence to a person/people; causes serious damage to property; or seriously interferes or disrupts an electronic system. The use or threat must be designed to influence the government or to intimidate the public and is made for the purpose of advancing a political, religious or ideological cause.

### 3. Key Documents and Contacts

3.1 This strategy should be read in conjunction with the following documentation;

<b>Internal Documentation</b>	<b>External Documentation</b>
Safeguarding Policy 2022/202	HM Government Contest – The United Kingdom’s Strategy for Countering Terrorism (June 2018)
Equality & Diversity Policy	The Counter Terrorism and Security Act 2015
ESafety Policy	Prevent Duty guidance: for Further Education institutions in England and Wales
Lockdown Procedures	Keeping Children Safe in Education (September 2022)
Lettings Policy	Working Together to Safeguard Children (July 2018)
External Visitors Policy	HM Government Contest – The United Kingdom’s Strategy for Countering Terrorism (June 2018)
Search & Confiscation Policy	

3.2 The table below details the key Prevent contacts;

<b>Organisation</b>	<b>Name</b>	<b>Job Title</b>	<b>Contact Details</b>
West Midlands Police	Jo Spencer	WMCTU Prevent Officer	<a href="mailto:joanne.spencer@west-midlands.pnn.police.uk">joanne.spencer@west-midlands.pnn.police.uk</a>
Department of Business Innovation and Skills	Hifsa Haroon-Iqbal	FE Prevent Coordinator	<a href="mailto:hifsa.iqbal@birmingham.gov.uk">hifsa.iqbal@birmingham.gov.uk</a>

## **4. Aims and Objectives of the Strategy**

### **4.1 Aims of the Strategy**

The aim of the Joseph Chamberlain College Prevent Strategy is to ensure that the College is able to identify, monitor, manage and deal effectively with the threat posed by any individual or group of individuals engaging in radicalisation and extremism (violent and non-violent) in the name of ideology or belief.

### **4.2 Objectives of the Strategy**

- To develop staff and student awareness of the statutory Prevent duty and the risks associated with radicalisation.
- To safeguard students by ensuring that they are able to recognise and protect themselves from radicalisation.
- To document and recognise current practice across the College which effectively manages the risk of students being exposed to extremism and becoming radicalised.
- To ensure that students, staff and members of the Corporation are aware of their roles and responsibilities in preventing violent extremism and radicalisation.
- To promote and reinforce shared values, to create space for free and open debate, and support the student voice.

## **5. Curriculum**

Joseph Chamberlain College is committed to providing a curriculum which promotes knowledge, skills and understanding in order to build the resilience of all students, by undermining extremist ideology and supporting the student voice. This will be achieved through;

- Embedding equality, diversity and inclusion across the curriculum and promoting community cohesion.
- Promoting wider skill development such as social and emotional wellbeing.
- Developing a curriculum which recognises local needs, challenges extremism and promotes British Values.

- Teaching and learning strategies which explore controversial issues in a way which promotes equality, diversity and inclusion.
- The use of external organisations to raise awareness of the existence of extremist activities and develops students understanding of how to keep themselves safe from Radicalisation.

## **6. Supporting Students**

To ensure that the College community remains safe the following support will be in place for students;

- An effective referral process to enable staff, students or members of the local community to report concerns and support for at risk students through safeguarding and pastoral processes.
- Effective support services which provide clear information, advice and guidance on preventing students from being drawn into extremism and radicalisation.
- Literature written in clear and simple language which promotes equality, diversity and inclusion and undermines extremist ideology.
- Multi Faith rooms to be used for prayer and/or quiet contemplation.
- Guidance for students and staff on how to access support through community partners.
- Mechanisms to ensure that the student voice is heard and the concerns of the student population are acted upon.
- Clear channels of communication to listen to the voice of the local community and understand local tensions.

## **7. Responsibilities**

The Vice Principal Welfare and Progression has overall responsibility for ensuring that the Prevent Strategy is implemented across the College and any concerns are shared with the relevant organisations in order to minimise the risk of students becoming involved with extremist activity.

To ensure that the College effectively manages risks and is able to deal appropriately with issues around radicalisation and extremism the College will;

- Understand the nature of the threat from extremism and how this may impact directly or indirectly on the College.
- Understand and manage potential risks within the College and from external influences including the display of extremist materials and the hiring of College premises.
- Respond rapidly and appropriately to events in local, national or international news that may impact on the College community.
- Ensure measures are in place to minimise the potential for acts of extremism within the College.
- Ensure plans are in place to respond appropriately to a threat or incident within the College.
- Adopt effective ICT security and responsible user policies and promote these to all staff and students.

- Work collaboratively with key partners including the West Midlands Counter Terrorism Police to support any students who are at risk of becoming radicalised or entering into extremist activity

All staff at have a responsibility to:

- To provide an ethos which upholds the College's mission, vision and values and promotes British Values.
- Report any concerns around extremism or radicalisation via the safeguarding reporting database My Concern.
- Report and remove any literature displayed around the College that could cause offense or promote extremist views.
- Participate in annual safeguarding refresher training.
- Participate in engagement with local communities, schools and external organisations as appropriate.
- Understand the lockdown procedure at the campus at which they work and cooperate with any arrangements made or instructions given in the event of an emergency.

## **8. The Referral Process**

Where there is an identified/potential risk that a student may be involved in supporting or following extremism, further investigation by the police will be requested, prior to other assessments and interventions. The Vice principal Welfare & Progression is responsible for contacting the West Midlands Police for further advice and guidance.

Any member of staff who identifies such concerns will report these to a Designated Safeguarding Lead via the My Concern referral system where all information will be documented.

Incidents in relation to extremism are expected to be very rare but emergency procedures will be adopted when there is information that a violent act is imminent, or where weapons or other materials may be in the possession of a student or a community member. In this situation, a 999 call will be made and the College's Principal informed as soon as practicably possible. The College's lockdown will be used as appropriate.

Where a child or vulnerable adult is thought to be in need or at risk of significant harm or where investigations need to be carried out a referral to the Social Services will be made in line with the College Safeguarding procedures.

## **9. Training**

### **9.1 Staff Training**

- Training on Prevent will be delivered as part of the safeguarding refresher training programme which all staff are required to complete. The college uses the Education Training Foundation online materials (which are adapted to

meet the needs of different groups of staff) as part of this training programme.

- All new members of College staff will receive Home Office accredited "Working to Raise Awareness of Prevent (WRAP)" training as part of their induction programme.
- A Prevent section providing information, advice and guidance for staff will be sent to all staff via e-mail.
- Staff will receive training on the campus lockdown procedures to ensure that they are aware of the process should an act of violence by an individual be perceived to be imminent.
- The Department for Education's Keeping Children Safe in Education (September 2020) document is available to all staff and will be circulated via e-mail when any changes are made. Staff will be expected to confirm that they have read and understood this document.

## **9.2 Student Training**

- All students studying at the College will receive complete the online Prevent training package as part of the college tutorial programme and this will topic will be revisited throughout the academic year.
- Work a round promoting positive behaviours and attitudes including British Values will be embedded within tutorial scheme of work.
- A range of activities will be organised for students around Prevent to raise awareness and ensure students are aware of how to keep themselves safe from Radicalisation.

## **9.3 Corporation Members**

- A half termly safeguarding meeting will be held with the link governor outlining the College's current position with regards to the Prevent agenda and identifying areas for concern or improvement.
- Termly safeguarding reports are presented to members of the Corporation which include key prevent Activities.
- An annual briefing and report will be delivered to the members of the Corporation outlining relevant changes to the Prevent agenda and detailing actions taken at the College to ensure that students can protect themselves from radicalisation.
- All governors will complete the online Prevent training package.

## **10. Use of College Premises**

The College is committed to working with the local community and with a range of external organisations. In order to manage risk and prevent any extremist activity being undertaken on the College premises a risk assessment will be carried out prior to a letting being agreed. The College will request advance notice of the content of the event including an outline of the topics to be discussed.

The College will not engage with any external organisation or develop a partnership with any agency that does not share the College's commitment to equality, diversity and inclusion.



The College will ensure that the Site Services team use the College CCTV systems to monitor any suspicious activity and will report and suspicions via the safeguarding reporting channels.

The College will ensure that any external organisation that is invited to speak to students has been risk assessed prior to event and any concerns that are raised as part of this process will be dealt with appropriately.

### **11. Digital Infrastructure**

In order to safeguard students and prevent individuals from accessing extremist materials while using College networks the College will ensure:



- The Smoothwall package is used to log and highlight concerns with communication (web browsing, email exchanges searches etc.) by users on the College network.
- Appropriate staff are able to monitor any aspects of its telephone, mobile phones and computing facilities that are made available to staff, students and visitors.
- Only College approved software will be supported by the College and allowed to be used.
- All unauthorised software that breaches College policy or presents a risk to staff or student safety will be removed and appropriate action taken.
- All unusual or suspicious events, and any breaches of security are reported to via the safeguarding reporting channels for further investigation.

### **12. Partnership Working**



The College maintains well-established partnerships; including the West Midlands Police and the Department for Education Prevent Coordinator and receives regular updates in order to keep staff and students safe and well informed.

A member of college staff will attend the termly regional Prevent forums and provide information for key safeguarding staff through the monthly safeguarding meeting structure



## **Appendix 1 – Prevent Risk Assessment & Action Plan 2022/2023**



PREVENT VULNERABILITY /POSSIBLE RISK	SUMMARY OF ACTIONS TAKEN TO DATE/ALREADY IN PLACE TO MITIGATE RISK	NEW ACTION(S)/FURTHER DEVELOPMENTS	LEAD	Deadline	CURRENT RAG RATING	RESIDUAL RISK RATING *	PROGRESS
<p><b>Teaching, Learning, Assessment &amp; Supporting Students</b></p> <p><b>Student Training</b></p> <p>Is the Prevent agenda and British Values embedded into the college curriculum?</p>	<p>The DFE online Prevent package (SBS) is completed as part of the tutorial programme.</p> <p>Online quiz completed by new and existing students on JCC Connect.</p> <p>Prevent &amp; British Values tutorials are delivered as part of the pastoral tutorial programme. These are reviewed annually by the tutorial team and updated to reflect key developments in practice and intelligence.</p>	<p>To ensure that all level 3 year one students complete the side by side module</p> <p>To write and deliver specific prevent tutorials for the following cohorts</p> <ul style="list-style-type: none"> <li>• ESOL</li> <li>• Level 2</li> <li>• Level 3 year 2</li> </ul> <p>To include a Prevent presentation within the Personal Development Speakers programme</p>	<p>NAH</p> <p>NAH</p> <p>NAH</p>	<p>11/22</p> <p>03/23</p> <p>10/22</p>	<p style="text-align: center;"></p>	<p style="text-align: center;"></p>	

<p>Is there sufficient pastoral care and support for all students, according to the needs of the College?</p>	<p>A programme of external speakers is in place to increase students understanding around the risks and signs of radicalisation</p> <p>There is a safeguarding team in place at the college to support staff and students with a range of safeguarding issues including Prevent related matters. Progression manager and prevent lead is available for students to support with prevent related matters.</p>	<p>To write and deliver a Prevent tutorial for all Adult learning students</p> <p>To design and deliver a series of workshops and activities for Internet safety day</p> <p>To review the terms of reference for the Islamic enrichment society</p>	<p>SSP</p> <p>NAH</p> <p>WMA</p>	<p>11/22</p> <p>02/23</p> <p>12/22</p>			
<p>Is the College aware of any students that may be at risk of radicalisation or radicalising others?</p>	<p>The college employs a team of 18 Progress Tutors to support students at the college. All staff are 'prevent' trained in accordance to the DFE prevent updates.</p> <p>Online safety and topics around keeping yourself safe are delivered as part of the pastoral tutorial programme.</p> <p>The "My Concern" database is used to log and monitor all referrals.</p>						

<p>Are students aware of the Prevent Duty?</p>	<p>Smoothwall content filtering is in place to highlight any concerns with staff and student online activity.</p>						
<p>Are students aware of how to keep themselves safe from radicalisation?</p>	<p>Transition files are requested and received from schools during the autumn term. These highlight any students of concern and share key information.</p>						
<p>Are students aware of how to keep themselves safe online?</p>	<p>The College has developed close working relationships with West Midlands Counter Terrorism Unit and as a result of this key information is shared by the police and the college to ensure students are safe.</p>						
<p>Are there management procedures in place in respect of activities and space in the College's Multi-Faith room facilities?</p>	<p>A Multi Faith Room Policy is in place and reviewed as part of the policy updating cycle.</p>						
<p><b>Referral Process &amp; Monitoring</b></p>	<p>All staff are aware of the "My Concern" safeguarding referral process and use this to report any concerns to the safeguarding team.</p>	<p>To ensure that all new members of staff are trained to use My Concern as part of new</p>	<p>LBA</p>	<p>10/22</p>			





<p>Is there an effective referral process in place to support students who are at risk of radicalisation and are staff and students aware of these processes?</p>	<p>My concern is monitored daily by the safeguarding team and appropriate action taken following referrals.</p> <p>My Concern triaging system in place ensuring that all referrals are accessed and allocated to appropriate staff efficiently and in a timely manner. Facilitated by Safeguarding officer.</p>	<p>staff induction programme</p> <p>To update the college Safeguarding Policy and ensure that the section on Prevent is current and in line with KCSIE 2022 and the Prevent statutory duty</p>	<p>JLW</p>	<p>09/22</p>			
<p>Is the statutory prevent duty reflected in the appropriate policies and procedures?</p>	<p>The College Safeguarding Policy reflects the statutory Prevent Duty and this is updated annually.</p> <p>The Prevent Duty is also reflected in the following policies;</p> <ul style="list-style-type: none"> <li>• Esafety Policy</li> <li>• Acceptable Use Policy</li> </ul> <p>Prevent is a standard agenda item on every monthly Safeguarding meeting and concerns around prevent are discussed with DSL's at these meetings.</p> <p>The Visitors Policy and risk assessment have been updated to reflect the statutory Prevent duty</p>	<p>To design and implement an online external speakers approval process</p>	<p>CSA</p>	<p>01/23</p>			

	The External Speakers Policy has been updated to reflect the statutory Prevent duty						
<b>Training</b>	Prevent training has been delivered to all members of the Safeguarding team.	Appropriate staff to attend the termly DFE prevent meetings and disseminate information key members of staff	JLW/N AH	07/23			
<b>Safeguarding Team</b> Have the Safeguarding team received appropriate Prevent training?	Prevent updates are included in regular safeguarding briefings						
	Members of the safeguarding team attend the Department for Education Prevent Conferences & Workshops	Deliver prevent refresher training to Progress tutors as part of the August Pastoral training plan.	NAH	09/22			
	Existing Progress Tutors have received Prevent training as part of the new staff induction programme.	Deliver Prevent training to Adult Learning staff	NAH	3/23			
	All new staff receive PREVENT training as part of the Induction programme. (Formerly WRAP)	Prevent training to be delivered as part of the New Staff Induction	NAH	09/22			
<b>Progress Tutors</b> Have all Tutors received appropriate Prevent training?	All new staff complete the online Prevent training package & there is a refresher process in place for existing staff.	National online Safety online prevent module to be completed by all staff	JLW	07/23			
<b>Staff</b>	Personal Progress Tutors receive training on Contextualising Islam delivered by the DFE Prevent Coordinator	To provide members of the Corporation with Prevent update training	JLW	12/22			

<p>Have all members of staff received appropriate Prevent training?</p>	<p>Smoothwall deliver an annual Esafety training session for all Personal Progress Tutors</p>	<p>as part of the annual safeguarding training</p>	<p>JLW</p>	<p>07/23</p>			
<p><b>Governors</b>  Are all members of the Governing body aware of their Prevent statutory duty?</p>	<p>Prevent updates are included in regular safeguarding briefings at Corporation meetings</p>	<p>To provide governors with a termly prevent update as part of the safeguarding reporting mechanisms</p>	<p>JLW</p>	<p>07/23</p>			
<p>Are all members of the Corporation aware of the Prevent Risks at the college?</p>	<p>The Prevent duty forms part of the Annual Safeguarding report delivered to members of the Corporation.  All governors complete the online prevent training.</p>	<p>To meet on a half termly with the safeguarding link governor to discuss any prevent concerns and progress made against the action plan</p>	<p>JLW</p>	<p>07/23</p>			
<p><b>Access &amp; Use of College Premises</b></p>	<p>There is a Security team in place to ensure that only students and visitors are able to access the site.</p>	<p>Lockdown testing to be completed and ensure process included within</p>	<p>CSA</p>	<p>04/23</p>			

<p>Are there processes in place to ensure that students are safe on the college premises?</p>	<p>Turnstiles are in place to ensure that no individual without an ID badge or visitors pass are able to access the building beyond Reception.</p>	<p>new staff and student areas.</p>	<p>JLW</p>	<p>09/22</p>			
<p>Are there effective arrangements in place to manage access to the site by visitors and non-learners/staff?</p>	<p>Access control doors are in place around the college to ensure students and staff are safe and can only access areas where they have authority to do so.</p>	<p>Safeguarding arrangements for Use of premises for non-college activities to be included in the safeguarding policy</p>					
<p>Does the College have a critical incident management plan which is capable of dealing with terrorist-related issues?</p>	<p>An electronic Visitors system is in place to log all visitors and contractors.</p>						
	<p>A coloured lanyard system is in place to denote different levels of access and supervision for visitors and volunteers.</p>						
	<p>A lockdown process has been agreed and is in place</p>						
	<p>A lockdown briefing has been delivered to all staff.</p>						
	<p>Staff have had the opportunity to practice using the door locking mechanisms.</p>						
	<p>Audit of all rooms in Mosely Road complete and all rooms now have an internal locking mechanism to be used in the event of lockdown</p>						



<p><b>Access &amp; Monitoring of IT &amp; Systems</b></p> <p>Does the College employ filtering/firewall systems to prevent staff/students/visitors from accessing extremist websites and material?</p> <p>Does the College have policies relating to the use of IT? If so, do they contain a specific reference to the Prevent Duty/misuse of IT equipment?</p>	<p>A firewall is in place to protect electronic communications.</p> <p>Smoothwall content filtering is in place to monitor electronic communications and highlight key words and searches.</p> <p>An Esafety Policy is in place and regularly reviewed as part of the policy review cycle.</p> <p>An Acceptable Use of IT Policy in place with reference to misuse of IT is referenced.</p> <p>Cyber Essentials accreditation has been completed</p>	<p>To update the college Esafety Policy and ensure that the section on Prevent is current and in line with KCSIE 2022 and the Prevent statutory duty</p>	<p>JLW</p>	<p>09/22</p>			
<p><b>Partnership Working</b></p>	<p>The college has developed close working relationship with WMCTU. Regular meetings are in place and telephone contact is made to discuss concerns when appropriate.</p>	<p>To deliver a parental engagement programme to inform</p>		<p>06/23</p>			

<p>Is the College engaging effectively the following external organisations?</p> <ul style="list-style-type: none"> <li>• West Midlands CTP</li> <li>• BIS Prevent Coordinator</li> </ul> <p>Is the college working effectively to raise concerns with local prevent organisations?</p>	<p>Regular contact is maintained with the DFE Prevent Coordinator who provides appropriate training and briefings for staff.</p> <p>Members of the safeguarding team attend annual workshops and briefings to ensure that they are up to date with local, regional and national developments.</p> <p>A parental engagement programme in place to support parents in safeguarding their children. Online safety, Prevent and radicalisation included.</p> <p>The College Safeguarding Officer attend the local police panel meetings and disseminates and information to safeguarding team.</p> <p>Progression Manager with specific responsibility for community engagement supports the safeguarding agenda locally.</p>	<p>parents on how to keep their child safe online</p> <p>Termly meetings to be arranged with the DFE Prevent Coordinator</p>	<p>NAH</p>	<p>06/23</p>			
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