

Prevent Duty Risk Assessment/Action Plan

<u>No.</u>	<u>Prevent Vulnerability/Risk Area</u>	<u>Risk Y/N</u>	<u>Action taken/already in place to mitigate/address risk</u>	<u>Owner</u>	<u>When</u>	<u>RAG</u>
1	<p><u>LEADERSHIP</u> Do the following people, if applicable, have a good understanding of their own and institutional responsibilities in relation to the "Prevent Duty"?</p> <p style="padding-left: 40px;">SLT Staff Safeguarding team</p>	Y	<p>Update Briefings and Training delivered December 2015, Updated March 2015, June 2015, September 2015, December 2015, January 2016, April 2016</p> <p>British Values – Diploma - Jan 2016- April 2016</p>	Manager	<p>Dec 14/March 15 – April 2016</p> <p>British Values Govt Pilot – starting December 2015 SFJ Awards</p>	Green
2	<p><u>Partnership</u></p> <p>1) Is there active engagement from the institution's board, SLT, managers and leaders?</p> <p>2) Does the institution have an identified single point of contact (SPOC) in relation to Prevent?</p> <p>3) Does the setting engage with the Local Authority /Police Prevent strategies and engage where required with these at Strategic and Operational level?</p>	Y Y Y	<p>1) The Board and staff at MSM provided with briefing by Safeguarding Lead on (10.03.16). Arrangements in place to repeat this briefing at SLT Development Day or sooner as necessary.</p> <p>2) The Prevent Lead for are the Managers the Safeguarding Lead Managers. They are responsible for oversight of the Prevent Action Plan & update to SLT.</p> <p>3) The Centre Prevent Lead is familiar with both Local Authority and Police Prevent Leads.</p>	Managers	<p>Dec 14/March 2015/September 2015/March 2016</p>	Green Amber

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3	<p><u>Staff Training</u></p> <p>Do all staff have sufficient knowledge and confidence to:</p> <p>1) exemplify British Values in their management, teaching and through general behaviours in the institution</p> <p>2) understand the factors that make people vulnerable to being drawn into terrorism and different forms of extremism and to challenge extremist ideas which are used by terrorist and extremist groups and can purport to legitimise terrorism and other forms of extremism</p> <p>3) have sufficient training to be able to recognise this vulnerability and be aware of what action to take in response</p>	<p>y</p> <p>y</p> <p>y</p>	<p>Update Training Delivered and Understanding tested</p> <p>National British Values QCF Qualification</p> <p>“ “</p> <p>“ “</p>	<p>“ “</p> <p>Managers</p> <p>“ “</p>	<p>Dec 15</p> <p>“</p> <p>“</p>	<p>Green</p> <p>Green</p> <p>Green</p>
4	<p><u>Welfare, pastoral and Chaplaincy support</u></p> <p>1) Are there adequate arrangements and resources in place provide pastoral care and support as required by the College?</p> <p>2) Does the College have chaplaincy provision or is this support signposted locally or brought in?</p> <p>3) Are their adequate monitoring arrangements to ensure that this support is effective and supports the College’s welfare and equality policies?</p> <p>4) Does the chaplaincy support reflect the student demographic and need?</p>	<p>Y</p> <p>Y</p> <p>y</p>	<p>Links to multifaith spiritual and faith leaders</p> <p>“ “</p> <p>Early Years Equality externally audit and monitor the setting</p>	<p>Managers</p>	<p>Ongoing</p>	<p>Green</p>

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5	<p><u>Speakers and Events</u></p> <p>1) Is there an effective policy/framework for managing speaker requests?</p> <p>2) Is it well communicated to staff/managers and complied with?</p> <p>3) Is there a policy/framework for managing on site events i.e. charity events?</p> <p>4) Are off site events which are supported, endorsed, funded or organised through the centre subject to policy/framework?</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	<p>Developed</p> <p>All in operation</p>	<p>Manager</p>	<p>Dec 2014, and reviewed and updated in line with the Act coming to fruition in 2015 sept</p>	<p>Green</p>
6	<p><u>Safety Online</u></p> <p>1) Does the institution have a policy relating to the use of IT and does it contain a specific reference and inclusion of the Prevent Duty?</p> <p>2) Does the institution employ filtering/firewall systems to prevent staff/ visitors from accessing extremist websites and material?</p> <p>3) Does this also include the use of using their own devices via Wi-Fi?</p> <p>4) Does the system alert to serious and/or repeated breaches or attempted breaches of the policy?</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	<p>Developed with EHRC UK</p>	<p>Managers</p>	<p>May 2015- Reviewed</p>	<p>Green</p>
7	<p><u>Prayer and Faith Facilities</u></p> <p>1) Does the institution have prayer facilities?</p> <p>2) Are they good governance and management</p>	<p>Y</p>	<p>Chapel, and Rooms set aside for prayer and faith items available to facilitate prayer</p>	<p>Managers</p>	<p>Nov 2015 reviewed, May 2016</p>	

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	procedures in place in respect of activities and space in these facilities?	y			Reviewed Sept 16 Review/ March 16 Review	Green
8	<p><u>Site Security</u></p> <p>1) Are there effective arrangements in place to manage access to the site by visitors and non-students/staff?</p> <p>2) Is there a policy regarding the wearing of ID on site? Is it enforced?</p> <p>3) Are dangerous substances kept and stored on site?</p> <p>4) Is there a policy in place to manage the storage, transport, handling and audit of such substances?</p> <p>5) Is there a policy covering the distribution (including electronic) of leaflets or other publicising material?</p> <p>6) Does the institution intervene where off site activities are identified or are likely to impact upon staff and/or families i.e. leafleting, protest etc?</p>	Y Y Y Y Y Y	<p>Developed and in operation.</p> <p>Reviewed by EHRC March 2015. Next due- March 2016/ May 2016</p>	Manager	Mar/May 2015/16	Green
9	<p><u>Safeguarding</u></p> <p>1) Is protection against the risk of radicalisation and extremism included within Safeguarding and other relevant policies? Are there specific Prevent and British Values policies in place and</p>	Y	All developed and operational	Manager	Reviewed May 2015 Next Reviews	Green

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	operational? 2) Do Safeguarding and welfare staff receive additional and ongoing training to enable the effective understanding and handling of referrals relating to radicalisation and extremism? 3) Does the College know how to or do they utilise Channel as a support mechanism in cases of radicalisation and extremism? 4) Does the Centre have a policy regarding referral to Channel identifying a recognised pathway and threshold for referral?	Y Y Y	All Developed and Operational	Manager	Sept 2015 Feb 2016 Reviewed May 2015/ Next Review Sep 2015 July 2016/ Dec 2016/ April 2017	Green
10	<u>Communications</u> 1) Is the Centre on line for a Prevent Lead and is their role widely known across the institution? 2) Are staff and students made aware of the Prevent Duty, current risks and appropriate activities in this area? 3) Are the British Values communicated, and embedded in the Centre? 4) Are there information sharing protocols in place to facilitate information sharing with Prevent partners?	Y Y Y	All Developed, operational and monitored	Managers	Reviewed May 2015/ Next Review Sep 2015 Dec 2016/ April 2017	Green
11	<u>Incident Management</u>			Manager	March	Green

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	<p>1) Does the College have a critical incident management plan which is capable of dealing terrorist and extremist related issues?</p> <p>2) Is a suitably trained and informed person identified to lead on the response to such an incident?</p> <p>3) Does the College have outside advisory support for the Prevent, British Values and Equalities duties?</p> <p>4) Does the Communications/Media dep't understand the nature of such an incident and the response that may be required?</p> <p>5) Does the centre have effective arrangements in place to identify and respond to tensions on or off site which might impact upon staff, student and/or public safety?</p> <p>6) Are effective arrangements in place to ensure that staff and students are appraised of tensions and provide advice where appropriate?</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	<p>All Incident management specifications developed and implemented and under monitoring</p>	<p>rs</p>	<p>2015/ May</p> <p>2015/ Sept</p> <p>2015/ March</p> <p>Dec</p> <p>2016/ April 2017</p>	<p>Amber</p>
12	<p><u>Staff and Volunteers</u></p> <p>1) Does awareness training extend to sub-contracted staff and volunteers?</p> <p>2) Is the institution vigilant to the radicalisation of staff by sub-contracted staff and volunteers?</p>	<p>Y</p> <p>y</p>	<p>All implemented</p>	<p>Managers</p>	<p>May 2015 review/</p> <p>Sept 2015- next review</p> <p>Dec 2016/</p>	<p>Green</p> <p>Amber</p>

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					April 2017	
13	<p><u>Freedom of Expression</u></p> <p>1) Does the institution have a Freedom of Speech/Expression policy?</p> <p>2) Does this policy recognise and incorporate the risks associated with radicalisation and extremism?</p> <p>3) Is the need to protect vulnerable individuals covered within this policy?</p>	<p>Y</p> <p>Y</p> <p>Y</p>	All developed in the protocols, operational and under monitoring	Managers	<p>May 2015.</p> <p>Review Oct 2015</p> <p>April 2016/ Sept2016</p>	<p>Green</p> <p>Amber</p>