

Prevent Action Plan



Prevent Action Plan 2021-22

Darlington College is committed to providing students with the necessary skills and knowledge to keep themselves and others safe. Education, like other key sectors, has a responsibility to promote values of openness and tolerance and to facilitate free debate which is characteristic of being a British Citizen. It is in this context that the College provides a Radicalisation and Prevent Strategy.

Section 26 of the Counter-Terrorism and Security Act 2015 places a duty on certain bodies in the exercise of their functions to have ‘*due regard to the need to prevent people from being drawn into terrorism*’. This duty came into force on 18th September 2015. The government has defined extremism in the Prevent strategy as: ‘*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. We also include in our definition of extremism calls for the death of members of our armed forces*’.

The College’s strategy is formed from **Prevent** which is a strand of the Government counter terrorism strategy – **CONTEST**. It has four elements – Pursue, Protect, Prepare and Prevent. The area in which colleges have the most influence is Prevent which aims to stop people becoming terrorists or supporting terrorism. The following Action Plan is the College’s response to the Prevent Duty on FE Colleges and will monitor the actions of the College in order to ensure we are compliant with the Duty and that we aim to protect our staff and students from the risk of radicalisation.

Issue to be addressed and Ref	Actions to be taken in line with Prevent Duty Guidance	Outcome	Person Assigned	Completion Date	SMART Targets and Progress
1.1 Leadership and Risk	<p>Key individuals are appointed within the leadership team with responsibility for the Duty to prevent people from being drawn into terrorism.</p> <p>Inclusion of radicalisation or extremism within the relevant policies and procedures and a full organisational risk assessment carried out.</p> <p>Active engagement from governors, boards, principals, managers and leaders with other partners inc police, DfE Prevent co-ordinators.</p>	<p>The leadership takes ownership of extremism and radicalisation concerns and appropriate oversight is provided.</p> <p>Extremism/radicalisation is considered as a risk at a leadership level within the organisation and the college is taking appropriate actions to manage any concerns.</p>	<p>Principal and Exec Team</p> <p>Student Services Manager</p> <p>Governors</p>	Complete	<p>Prevent Strategy completed. Action Plan completed. These are reviewed annually.</p> <p>A risk assessment for the college completed using the advised template and will be updated annually.</p> <p>Staff training programme ongoing which will make staff aware and also promote the importance of the duty and know where to report concerns. (see training section).</p> <p>Safeguarding procedure and policy have been amended to reflect Prevent aims.</p> <p>All relevant policies amended where necessary.</p>

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	Risk assessment which assesses where and how students or staff may be at risk of being drawn into terrorism.				All concerns are reported to the safeguarding team.
1.2 Partnership and Information Sharing	<p>Development of links between key college staff and external partners, including the Local Authority and Police.</p> <p>Demonstrate evidence of productive co-operation and co-ordination through existing multi-agency forums, for example Community Safety Partnerships.</p> <p>Share information as appropriate regarding concerns about individuals.</p>	<p>Internal college communications and the sharing of concerns relating to extremism or radicalisation are coordinated effectively.</p> <p>The college shares information where appropriate and is able to access statutory assistance to support vulnerable individuals.</p> <p>College Safeguarding Team are fully aware of the Channel referral process and know who to seek advice from and when.</p> <p>The college is able to benefit from existing best practice and resources across the sector</p>	Student Services Manager	Complete	<p>MOU</p> <p>Excellent working relationship with Prevent Officer, DfE Co-ordinators and LA</p> <p>Silver Contest Board and FE Forum member</p> <p>Channel referral process has been shared by Co Durham Police and flow chart incorporated into college strategy.</p> <p>The college is able to benefit from existing best practice and resources across the sector through the Contest group and the Safe Durham Partnership.</p> <p>The college is a member of the DfE North East FE Prevent Peer Group, attending regular meetings and linking with the Regional Coordinator.</p>
1.3 Staff Training	Demonstrate appropriate training and development for principal, governors, leaders and staff.	Teachers and others supporting delivery of the curriculum use	Student Services Manager	Complete and ongoing for new staff	All staff required to complete mandatory online training or face to

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		<p>opportunities in learning to educate and challenge.</p> <p>Leaders and teachers exemplify British values in their management, teaching and through general behaviours in college.</p> <p>Encourage students to respect other people with particular regard to the protected characteristics set out in Equality Act 2010.</p>	Quality Team		<p>face WRAP session within probation period.</p> <p>All full-time students receive tutorial on radicalisation with specifically purchased resources.</p> <p>Partner provision – attend WRAP in college or online – provide regular updates.</p> <p>Refresher training has been built into the 3 yearly refreshers for Safeguarding and 3 Safeguarding bulletins are issued every year which incorporate Prevent.</p> <p>New staff receive induction training at which point they are required to undertake their Prevent online training on that day.</p>
1.4 Sub-contracted Delivery	Robust procedures to be in place to ensure that the sub-contractor is aware of the Prevent duty and the sub-contractor is not inadvertently funding extremist organisations.	<p>All sub-contractors and partners are aware of Prevent and their policies and procedures mirror those of the college.</p> <p>Staff are appropriately trained</p>	Quality Manager/ Partnership Co-ordinator	Complete and checked yearly	<p>Partners were contacted to ask them to ensure all their policies and procedures were in line with Prevent Duty. This has been done.</p> <p>Partnership co-ordinator completed overview and all appropriate. Various Partners have attended college WRAP sessions and other external events such as Northern Grid event.</p>

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1.5 Pastoral Care and Student Welfare	<p>Front line staff should understand what radicalisation means and why people may be vulnerable to being drawn into terrorism.</p> <p>Staff need to know what measures are available to prevent people from becoming drawn into terrorism and how to challenge the extremist ideology, understand how to support those who may need it.</p> <p>Ensure provision of appropriate training for staff involved in the implementation of this duty.</p> <p>Where size warrants, management and co-ordination implemented to share information across curriculum areas with single point of contact.</p>	<p>Staff will know what Prevent is, how vulnerable individuals can be drawn into terrorism and what support there is in place to support these individuals.</p> <p>Staff will know who to refer to in college if they have any concerns.</p>	<p>Deputy Principal</p> <p>Student Services Manager</p> <p>Quality Manager</p>	<p>Complete and updated yearly</p> <p>Happens as part of reviews</p> <p>October 2020 for new students</p>	<p>Online training to be available for all governors, staff and students.</p> <p>Student Support and Safeguarding Team able to support.</p> <p>Progression Coaches delivering radicalisation, BV and e-safety tutorials to full-time students.</p> <p>All Apprentices receive information on Safeguarding and Prevent, British Values and E&D is built into their reviews.</p> <p>Employers receive an Employer Handbook and a leaflet on Radicalisation with contact numbers and useful websites.</p> <p>Target: Part-time Students Tutors to ensure all part-time students have basic knowledge of Prevent.</p>
1.6 External Speakers, Events and Venue Hire	<p>Development of a robust venue hire policy which spans across different types of booking including corporate, society and academic.</p>	<p>All are aware of and adhere to both the venue booking and external speaker procedure.</p>	<p>Facilities Manager</p> <p>Student Services</p>	<p>Complete and checked yearly</p>	<p>Freedom of speech policy inc venue hire, booking recently updated to include fund raising.</p>

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	<p>Development of a robust external speaker policy which acknowledges and navigates the full legislative framework.</p> <p>Setting up of a free speech panel to make accountable and transparent decisions about external speakers. Delivery of a rolling programme of training for relevant colleagues. Development of clear and widely available policies for the use of prayer room, including management of space and any issues.</p>	<p>The college provides safe spaces for discussion and debate.</p> <p>Access to prayer and faith facilities is available to all students on an equal basis and the college is aware of and able to manage any risks associated with the facilities.</p>	<p>Manager Equalities Co-ordinator</p>		<p>Curriculum requested to conduct internet searches for any visiting speakers.</p> <p>The college has a multi-faith room and the Equalities Co-ordinator has completed policy.</p> <p>Leaflet displayed at reception and in Gateway, LRC.</p> <p>Records of use of multi-faith room kept Curriculum evaluate benefit of external speakers.</p> <p>The college site is very secure having only one entrance which is protected via barriers which staff and students have to access via their ID cards.</p> <p>Visitors have to sign in at reception and are accompanied.</p> <p>Critical Incident Plan which is available to all staff on our staff intranet and managed by our Director of Finance and Resources.</p>
<p>1.7 Internet safety</p>	<p>Inclusion of the Duty to prevent people being drawn into terrorism, together with reference to terrorist and/or extremist</p>	<p>Colleagues understand what terrorist/extremist material looks like and are confident to share concerns through the</p>	<p>IT Manager Quality Manager</p>	<p>Complete and checks in place for</p>	<p>Updating of policies and procedures linked to IT has been completed.</p>

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	<p>material placed within ICT code of conduct.</p> <p>Delivery of awareness raising training to library and ICT colleagues about what terrorist and extremist material looks like.</p> <p>Awareness raising training delivered to all about updated code of conduct, reasons why and an explanation of how the policy was developed.</p>	<p>appropriate processes if they do encounter this material.</p> <p>Students understand the risks attached to accessing terrorist and extremist material online and understand the institution’s duty and process in these areas.</p>		updating annually	<p>Staff aware of IT code of conduct and changes – ongoing by IT Manager.</p> <p>Students received e—safety tutorial and ongoing safety messages. Students received guide to e-safety during induction.</p> <p>If students need to research any topic which is blocked there are systems in place where tutor can request them to be unblocked for educational reasons Visigo software protects and raises any issues of concern and captures images.</p> <p>Different profiles for students Smoothwall in-built internet filtering.</p> <p>Staff and student code of conduct.</p>
1.8 Policies relating to use of IT	<p>Specific reference to the duty to be included in IT policies and procedures.</p> <p>Clear policies in place for students and staff using IT equipment to research terrorism and counter terrorism in the course of their learning.</p>	<p>Students, academics and college administration understand the process for carrying out security sensitive research.</p> <p>Students and colleagues feel protected and secure if carrying out legitimate security sensitive research.</p>	IT Manager Curriculum Managers	Complete as at 30/6/16 and ongoing every year	<p>IT Manager has updated Information Security Management Policy.</p> <p>If students need to research any topic which is blocked there are systems in place where tutor can request them to be unblocked for educational reasons If students need to research any topic which is blocked there are systems in place where tutor can request them to be unblocked for educational reasons.</p>

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		Learners have a good understanding of e-safety			E-safety tutorial to all full-time students Students given e-safety booklet at induction.
1.9 Reputation	<p>Development of a protocol for monitoring the institution's online presence which includes reference to terrorism and extremism.</p> <p>Delivery of awareness raising training to communications colleagues.</p> <p>Delivery of awareness raising to all staff and students advising of responsibility in the online space.</p>	Any references to the institutions online are picked up quickly and referred for action if they have links to terrorist/extremist material.	Safeguarding Team Marketing Manager	Completed 20/6/16 and ongoing annually	<p>College staff and students are aware of their responsibility when working online through tutorials for students and safeguarding training and safeguarding code of conduct for staff.</p> <p>Marketing team monitor social media on behalf of the college.</p> <p>IT team monitor all IT systems for the protection of all.</p> <p>IT code of conduct</p>
1.10 Student Voice	<p>Seek to engage and consult students on plans for implementing the duty.</p> <p>Encourage students to respect other people with particular regard to the Equality Act 2010.</p> <p>Students to receive Equality and Diversity awareness in first few weeks in college.</p>	Students will see the value of Prevent and how they can support the values of the Equality Act.	Student Services Manager Quality Manager Curriculum Managers	Completed 30/6/16 and ongoing annually	<p>Positive behaviours for learning posters are in every class room and students are expected to behave in an appropriate manner and are subject to the college discipline procedure.</p> <p>Positive Behaviours for learning updated every summer for distribution to students in their first week in college.</p> <p>Progression Coaches deliver appropriate tutorials inc radicalisation and e-safety.</p>

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				<p>Ongoing annually</p> <p>October 2020 for new students</p>	<p>Student Council available for student views.</p> <p>Curriculum Student Voice Groups</p> <p>Student Liaison Committee formed to communicate with key governors on all important aspects of college life.</p> <p>Student views on how to promote the Duty discussed and their ideas taken on board including documentaries, discussion, real life situations.</p> <p>Target: Further work reinforcing Prevent and British Values with students to ensure they have good knowledge of how to keep themselves safe. To be embedded in the curriculum</p>
1.11 Whistle Blowing	Institutions must have clear and visible policies and procedures for managing whistle blowing.	<p>Individuals feel that their complaints have been taken seriously and acted upon.</p> <p>If an individual feels that their complaint has not been taken seriously by the college they can raise it with the SFA.</p>	HR Manager/ Director	Complete	The college has a whistle blowing procedure which has been promoted to staff.

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1.12 Work Experience and Apprentices	The college to ensure robust processes are in place to protect students on work placements from the threats of radicalisation. Employers should be aware of Prevent and how to report concerns.	<p>Information leaflet drafted specifically about prevent and safeguarding and sent to all employer links.</p> <p>Prevent and safeguarding checks form part of the routine questions asked by assessors when they meet with learners.</p> <p>Work placement employers are provided with prevent information as part of their induction booklets and materials.</p> <p>The work placement team include information to learners on how to keep themselves safe and recognise risks from radicalisation.</p>	Marketing and Engagement Manager	All Complete and ongoing for new employers and students	<p>Target: Work placement employers to receive advice on Prevent. (Apprentice employers already do)</p> <p>Target: Work placement officers to ensure their information given to learners includes prevent as well as safeguarding. (Students get this within curriculum but to act as double check)</p> <p>Target: All assessors visiting students include prevent and safeguarding checks. (Apprentices already do)</p>
1.13 Risk Register	Inclusion of radicalisation or extremism within the corporate risk register and an up to date risk assessment are continually updated	Extremism/radicalisation is considered as a risk at a leadership level within the organisation with concerns relating to extremism and radicalisation being reported promptly to SLT.	Director of Finance and Corporate Resources	Completed and monitored through Risk Register	<p>Target: radicalisation and extremism to be part of the corporate risk register.</p> <p>Mandatory training for all staff</p> <ul style="list-style-type: none"> - safe recruitment policies and DBS checks - Review and update, as required, of College and Partner safeguarding and health and safety procedures and

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					<p>practices.</p> <ul style="list-style-type: none"> - proactive H&S programme of checks and reviews - CPD re high expectations of staff and students - Wider ongoing awareness raising re safe use of internet, equality and diversity, British Values built into all curriculum with an annual programme of events and activities, bulletins and newsletters - designation of experienced leads for all issues with regular in depth training, including governor leads - maintaining excellent links with LA, outside agencies and LSCB - excellent contingency and disaster recovery planning especially in IT and Estates
1.14 Safeguarding Policy	<p>All staff continue to monitor and raise concerns of students at risk to the safeguarding team.</p> <p>All staff trained on the staff code of conduct and safeguarding annual update.</p>	Sharing of concerns about students at risk relating to extremism or radicalisation are co-ordinated effectively.	All staff	Complete and monitored regularly to ensure all staff receive training in timely manner	<p>All staff receive initial Prevent training and safeguarding training which is refreshed every 3 years.</p> <p>Staff induction covers staff code of conduct.</p> <p>Safeguarding bulletins issued 3 times a year to update staff on safeguarding and prevent issues.</p>

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					Safeguarding team deal with any concerns from staff regarding students at risk.
1.15 Partnership with Parents	Communication with parents to raise awareness of radicalisation and extremism.	The college website has a page that will inform parents of safeguarding and prevent procedures in the college as well as how to work in partnership with the college.	Student Services Manager	Complete	Target: Ensure new website has information to parents on safeguarding and prevent. Policy and procedure on website
1.16 Student Resilience	<p>Include activities within tutorials to enhance student resilience for example, internet safety sessions particularly around the dangers of watching and sharing violent extremist material on line.</p> <p>College tutorial programme to include Prevent.</p> <p>Adult induction/tutorial on Prevent for all adult programmes.</p> <p>A session on Prevent to be delivered to all HE eg online.</p>	All students are aware of the college's commitment to the values and practice of respect tolerance and democratic participation through the college tutorial programme which will include internet safety and Prevent.	<p>Student Services Manager</p> <p>Progression Coaches</p>	<p>Complete and happens yearly</p> <p>In progress</p>	<p>Internet safety, Prevent and British Values are embedded into the tutorial schedule</p> <p>Target: Prevent to be incorporated in all adult programmes inc HE – potentially online</p>
1.17 Incident Management	The college has a major incident plan in place to manage major incidents.	Clear plans for major incidents	Director of Finance and Resources	Complete and monitored	The college has a major incident plan in place to manage major incidents.
1.18 Multi-faith room	Guidelines for use of the multi-faith prayer room to be displayed and implemented.	All staff and students to be aware of the multi-prayer room and the rules for its use.	Quality Manager	Complete and monitored	Access to prayer and faith facilities is available to all students on an equal basis and the college is aware of and

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	Use of the multi-faith room to be monitored.				able to manage any risks associated with the facilities.