

Prevent Guidelines

1. SCOPE AND PURPOSE

- 1.1 Walbrook Institute London is committed to protecting freedom of speech and academic freedom together with protecting and safeguarding its students and staff from the risk of being drawn into terrorism. Walbrook manages Prevent as part of its welfare and safeguarding activities, and this Policy should be read in conjunction with the Safeguarding Policy and IT Usage Policy.
- 1.2 We are committed to maintaining a safe, inclusive and supportive environment where all members of our community are encouraged to engage in debate and to pursue both academic and non-academic interests.
- 1.3 These guidelines are written with reference to the Counter-Terrorism and Security Act 2015 and the London Counter Terrorism Local Profile. The Act places a duty on universities to have 'due regard to the need to prevent people from being drawn into terrorism.

“Radicalisation” refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism. During that process it is possible to intervene to prevent vulnerable people being drawn into terrorist-related activity.

“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. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas. Terrorist groups very often draw on extremist ideas developed by extremist organisations.

- 1.4 These guidelines set out how we adhere to the Prevent duty, including partnership with other agencies and engagement with the Channel process.

2. KEY RESPONSIBILITIES

- 2.1 Safeguarding and the Prevent duty is the responsibility of all members of staff. All staff must maintain an awareness of Prevent duties and undertake relevant training in line with the requirements of their role.
- 2.2 The Head of Apprenticeships is the Designated Safeguarding Lead, and the Registrar the Prevent Lead. The nominated deputy for this function is Head of Student Services & Careers.
- 2.3 The Safeguarding and Prevent Group is responsible for managing the Prevent Duty on behalf of the Board of Governors in partnership with staff, students, visitors and contractors.

3. GENERAL PRINCIPLES

- 3.1 Walbrook Institute London will maintain a risk assessment to identify the potential risks associated with students or staff being drawn into terrorism.
- 3.2 On the basis of this risk assessment we will identify any actions which need to be taken to mitigate these risks and develop an appropriate action plan.

- 3.3 We will ensure that all staff members are provided with appropriate training and are made aware of the process for referring concerns regarding staff and students (see Section 4 below).
- 3.4 Welfare support is in place for students and staff.
- 3.5 We will ensure both staff and students involved with arranging events and activities are aware of the Freedom of Speech Policy.
- 3.6 We will nominate a Prevent Lead whose duties will include:
- Attending area Prevent Steering Group meetings to update on the Prevent agenda;
 - Ensuring relevant updates on the Prevent Agenda and on threat levels are communicated to the appropriate staff;
 - Ensuring relevant staff are provided with appropriate training;
 - Ensuring the Senior Leadership Committee and Board of Directors are fully appraised of Prevent developments through annual reporting;
 - Comply with the statutory reporting requirements of the Office for Students.

4. RAISING CONCERNS

- 4.1 Any member of the Institute may identify concerns about a member of our community potentially being drawn into terrorism based on information received or behaviour observed.
- 4.2 We recognise that raising concerns of this nature can be difficult and that staff are not experts in recognising radicalisation; it is therefore important to act if there are any concerns regarding the safety, welfare or safeguarding of students or staff. For example, a change in student behaviour, attitude, attendance, work ethic, friendship group, appearance could be a sign of radicalisation or deteriorating health and wellbeing. Therefore, raising a concern will support this member of our community and the safeguarding team can determine next steps.
- 4.3 We will seek to approach such concerns from the perspective of safeguarding the individual about whom concerns have been expressed. It is important that such concerns can be shared in a safe and supportive fashion. It is equally important that any concerns raised are dealt with thoroughly and fairly; the Prevent Lead will seek advice from Department for Education Regional Prevent Education Coordinator where appropriate.
- 4.4 If a staff member or student has concerns they should report this to: safeguarding@walbrook.ac.uk .
- 4.5 Once enquires have been made, the available information will be considered by the appropriate members of the Safeguarding team, in discussion with other members of staff and external partners.
- 4.6 A flowchart for the process of reporting concerns is included in Appendix 1.

5. INFORMATION SHARING

- 5.1 In reaching a decision to share any information with third parties the Institute will adhere to its Data Protection Policy.
- 5.2 In sharing information with external parties the Institute will share only sufficient and relevant information in order to allow the concern to be appropriately followed up.

5.3 Records relating to any information shared will be kept in accordance with the Data Protection Act (2018).

6. APPENDICES

Appendix 1: Process for Reporting Concerns

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Originator/Author	Registrar
Owner	Registrar
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APPENDIX 1: Process for Reporting Concerns

