



TRURO AND PENWITH COLLEGE

PREVENT RISK ASSESSMENT/ACTION PLAN

College Prevent Lead	Cheryl Mewton
Risk Assessment Date:	10 March 2020
Constructed By:	Cheryl Mewton
Action Plan Re Assessment frequency:	Annually

This Document is intended for College Prevent Leads with the intention of giving advice and assistance to senior managers and governing bodies with responsibility to engage with ALL staff on how to embed and mainstream Prevent within the organisation. It will provide the framework on how to assess and deal with prevent vulnerabilities at the college and to have due regard to the need to prevent people from being drawn into terrorism.

Background to Prevent

The revised prevent strategy was launched in June 2011 and is an integral part of the counter terrorism Strategy and its aim is to stop becoming, being drawn into, promoting or supporting terrorism. Prevent will address all forms of terrorism but continue to prioritise according to the threat they pose to our national security. Preventing terrorism will mean challenging extremist (and non-violent) ideas that are also part of a terrorist’s ideology. Prevent will also mean intervening to try to stop people moving from extremist groups or extremism into terrorist-related activity. The three Prevent Objectives are:

- **Respond to the ideological challenge of terrorism and the threat we receive from those who promote it.**
 - This means by teaching and learning to help students and staff to develop the knowledge and skills to challenge extremist narratives and behaviours.
- **Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support.**
 - This means identifying how to prevent harm to students by individuals, groups or others who promote terrorism and violent extremism. Provide programmes to support students who are vulnerable.
- **Supporting Sectors and Institutions where there are risks of radicalisation.**
 - This means increasing the resilience of college communities by encouraging engagement with management, staff and students through training and awareness. Encourage staff training and use curriculum opportunities for students which allow grievances to be aired & dealt with. Ensure that college resources are not used by extremist groups.

A Counter Terrorism and Security Bill was introduced to Parliament by the Home Secretary on the 26th November 2014. The Bill includes provision to place the Prevent element of the national counter terrorism strategy on a statutory footing. This will have implications for colleges and partner agencies and bodies such as schools, universities and councils. It is anticipated that the parliamentary debate in the House of Commons on 10th September 2015 and in the House of

Lords on 17th September which has led to its commencement with immediate effect from 1st October 2015.

How can the Further Education sector help?

Colleges promote and facilitate the exchange of opinion and ideas, and enable debate as well as learning. The Government has stated that it has no wish to limit or otherwise interfere with this free flow of ideas, and that it will be careful to balance the need to preserve national security with protecting civil liberties. Although it is vital that colleges must protect academic freedom, it is a long-established principle that colleges also have a duty of care to their students. Colleges, college societies and student groups – have a clear and unambiguous role to play in helping to safeguard vulnerable young people from radicalisation and recruitment by terrorist organisations.

Colleges can play an important part in preventing terrorism. Just as they can help to educate people about risk, colleges offer opportunities to help learners understand the risks associated with extremism and help develop the knowledge and skills to be able to challenge terrorist ideologies.

Staff in colleges working in partnership with other local agencies are well placed to identify needs and support the welfare of individual students who may be particularly vulnerable.

Who is responsible for pursuing terrorists?

There are other elements within the Government's counter terrorism strategy which focus on pursuing and disrupting terrorists. This is not the role of 'Prevent', which operates in what is called the 'pre-criminal space' similar to other preventative initiatives that protect and safeguard vulnerable individuals at risk of being drawn into harms such as drugs, gang culture and gun and knife crime.

What support is available for people at risk of becoming involved in extremism?

'Channel' is a joint initiative that offers help and guidance to people who may be at risk of becoming involved in extremism. Extremist organisations sometimes try to recruit people who are susceptible or vulnerable, in person or through the internet. If the early signs are spotted and acted upon, it safeguards the person concerned and helps protect all of us who live and work in the city.

Concerns that an individual may be vulnerable to radicalisation does not mean that you think the person is a terrorist; it means that you are concerned that they are prone to being exploited by others.

It is important that staff trust their professional judgement - if they are concerned that someone is at risk of getting involved in extremism, they should in the first instance contact the Safeguarding Lead at the College who should if required contact their Channel Co-ordinator. They will, in partnership with other safeguarding professionals, investigate further to assess the nature and extent of the risk and the Channel Panel will develop the most appropriate support package for the individual concerned.

What training is available?

Training is available for staff whose work may bring them into contact with people who may be vulnerable to becoming involved in extremism. The workshop to raise awareness of prevent (**WRAP**) is an introduction to Prevent and covers issues such as crime, normal social processes

that are used to influence and manipulate, extreme right-wing and Al Qa'ida case studies, terrorist ideologies and factors which may contribute to an individual's susceptibility to a terrorist ideology.

This workshop provides attendees with:

- An awareness and understanding of the Prevent agenda and their role within it
- The ability to use existing expertise and professional judgement to recognise potentially vulnerable individuals who may be susceptible to messages of violence
- The confidence to use a common sense based response to support and intervene with vulnerable people

The College has its own WRAP trainers available and all staff attend this along with Safeguarding Tier 2 training as mandatory. There is also home office approved 'Prevent' and 'Channel' on-line training available and accessible to all staff on the safeguarding section of the intranet.

<https://www.elearning.prevent.homeoffice.gov.uk/>

http://course.ncalt.com/Channel_General_Awareness/01/index.html

Managing Risks and Responding to Events

The risk assessment and action plan for College Prevent Leads is designed to ensure that the College monitors risks and is ready to deal appropriately with issues which arise in order to achieve the following outcomes:-

- Understanding the nature of the threat from extremism and how this may impact directly or indirectly on the College
- Understanding and managing potential risks within the College and from external influences
Understanding the nature of the threat from extremism and how this may impact directly or indirectly on the College
- Respond appropriately to events in local, national or international news that may impact on students and communities
- Ensuring measures are in place to minimise the potential for acts of violent extremism
- Ensuring plans are in place to respond appropriately to a threat or incident within the College

The College Prevent Lead when undertaking this risk assessment and disseminating with colleagues at the College aim to:-

Explain why this assessment needs to be undertaken annually:-

Aim to raise awareness of the prevent Strategy to enable the College to better Safeguard its Students and Staff

- To assist in understanding and identifying vulnerability to radicalisation
- To outline the role the FE and HE sector can play

- To link 'Prevent' with safety, security vulnerability and safeguarding
- To inform about activities and resources available for use in Colleges.

Highlight local 'Prevent' threats:-

Go through the following:

- Threat posed by local groups
- Past and present activity
- Recent high profile terrorist and extremist cases
- How these groups target vulnerable people
- What do these groups want to achieve both locally and internationally
- The specific risks to the organisation

Establish past and current Prevent activities:-

Ensure that people are aware of past and current/ongoing prevent activities including any training courses attended, membership of local and national Prevent bodies. It is also important to capture and address any misconceptions about Prevent and any negative and positive experience about Prevent.

Capture the Issues:-

Explain common Prevent vulnerabilities in the sector and ask them to come up with more vulnerabilities. Ensure that staff members are aware that all information will be treated as confidential and will be used only to assist the organisation to improve safeguarding and resilience. Suggest actions that could remove or mitigate the risk, ensure a lead is identified with agreed timescales for the action to be completed. (see plan below)

No	Prevent Vulnerability	Action to Remove or Reduce Vulnerability	Action To be Led By	Timescale to be Completed	Date Completed
1	<p>Organisational Awareness – Do the following groups of people have an understanding of prevent?</p> <ul style="list-style-type: none"> ➤ Board of Governors ➤ Senior Management Team ➤ Safeguarding Leads ➤ Staff ➤ Student Council 	<ul style="list-style-type: none"> ➤ All new staff receive Safeguarding and WRAP training ➤ College has appointed a Safeguarding and Prevent Lead ➤ College have Home Office Registered Prevent Facilitators to provide face to face 'WRAP' Workshops ➤ Prevent trainers are updated through DFE updates and attendance at regional and local forums to ensure risk 	Safeguarding and Prevent Lead	<p>Through Induction as new employees are recruited</p> <p>All new College staff and governors receive Prevent training within 6 months of starting</p>	Ongoing mandatory training for new staff SMT and Governors

		<p>information is current and up to date</p> <ul style="list-style-type: none"> ➤ Safeguarding is a standard agenda item on Senior Management Team meetings and Governor Meetings ➤ College policies are in place for embedding safeguarding and prevent within the organisation ➤ Raised through student council meetings ➤ E- Learning is available on the College Intranet and additional information available through safeguarding teams ➤ WRAP training is regularly available on staff development days and additional twilight sessions ➤ HE/FE South West Lead for Prevent has delivered to staff and governors 		<p>South West Prevent Forums attended by the college are held at regular prescribed intervals and coordinated by DFE.</p>	
2	<p>Safeguarding – Do safeguarding team members and student support service leads recognise prevent vulnerabilities and know what to do if they suspect someone is being drawn into terrorism or extremist criminal activity? Do safeguarding policies incorporate prevent Vulnerabilities? Are Safeguarding leads aware of ‘Channel’?</p>	<ul style="list-style-type: none"> ➤ College has appointed a dedicated Safeguarding and Prevent Lead ➤ All staff are made aware of dedicated officer and how to contact through College induction and information and e-learning packages on the college intranet ➤ Prevent strategy is embedded within the current college Safeguarding and safety Policies. 	<p>Safeguarding and Prevent Officer</p>	<p>Safeguarding and prevent officer is currently in place with staff made aware at the start of every curriculum year</p> <p>Staff and student induction covers campus security</p>	<p>Well Established with ongoing monitoring and review</p> <p>Covered to all staff at the start of every curriculum year through all staff address</p>

		<ul style="list-style-type: none"> ➤ Safeguarding team members along with other key staff such as premises, Computer Services, Respect co-ordinator and premises team have received appropriate training 			New staff and student health and safety induction
3	<p>I/T Systems - What filtering/firewall systems are in place to prevent individuals from accessing extremist websites? Have they been tested recently, are the filtering systems up to date? Do they alert you if someone tries to access extremist sites, do you know what to do if someone does?</p>	<ul style="list-style-type: none"> ➤ College have installed a unified threat management (UTM) firewall system to ensure college network security. ➤ College have a dedicated computer services team who can access, monitor and review I/T Security. ➤ College have a publicity team who monitor social media sites attributed to the college and inappropriate content is removed and reported immediately ➤ All concerns for internet usage or inappropriate material is reported to Safeguarding team members and Safeguarding and Prevent Lead. 	<p>Safeguarding and Prevent Officer</p> <p>I/T Managers and Technicians</p> <p>Publicity Team Managers</p> <p>All Staff</p>	Ongoing Monitoring and Review	<p>Firewall package installed September 2015 with continued ongoing monitoring and review</p> <p>Social media sites attributed to the college has continued and regular monitoring in place.</p>
4	<p>Campus Security - are students/staff challenged if they are not wearing ID Are authorised visitors well managed? How are unauthorised visitors stopped and challenged? How is access to the college campuses controlled?</p>	<ul style="list-style-type: none"> ➤ All staff are required to wear ID Badges and all students required to carry college ID at all times ➤ Staff appropriately challenge those who are not wearing ID or for students undertaking inappropriate behaviours as required. 	<p>Safeguarding and Prevent Lead</p> <p>Director of Operations</p> <p>Buildings and Premises Managers</p>	Ongoing Monitoring and Review	<p>Established control in place with ongoing monitoring and review</p> <p>Reinforced at start of every year address to all staff and</p>

		<ul style="list-style-type: none"> ➤ Staff and student detail is held on a main database system accessible by key staff. ➤ All visitors sign in at reception and wear visitor badges with RED visitor lanyards. ➤ A visitors Guide is available at all sign in reception desks highlighting the Prevent Duty. ➤ All contractors sign in with premises team administrator and staff at all times and wear contractor badges with YELLOW contractor lanyards ➤ College is an open campus with access managed by signing-in process and barrier car parking. ➤ Premises staff and respect co-ordinator regularly patrol all campus areas throughout the period of use. ➤ There is a well-established lock up procedure in place. ➤ Premises staff carry walkie talkie radios at all times ➤ Evening Duty Managers have walkie talkie radio, dedicated mobile phone and emergency mobile numbers. 			<p>in student induction</p> <p>Contractor Procedure reviewed and updated January 2017</p>
5	<p>Literature/posters- Does permission have to be granted for people to distribute leaflets? Do people know who to contact if they</p>	<ul style="list-style-type: none"> ➤ The distribution of leaflets is only undertaken with the approval of Director of Operations at all times. 	Director of Operations	Ongoing Monitoring and Review	Established with ongoing monitoring and review

	<p>come across extremist literature? Do they know what extremist literature looks like? What happens if individuals are handing out leaflets outside the institution?</p>	<ul style="list-style-type: none"> ➤ All staff are made aware of the procedure to contact a member of the safeguarding team or Senior Management Team through all staff address and new staff induction. ➤ Prevent and safeguarding is undertaken with information displayed throughout college and on the intranet system. ➤ In the case of those observed handing literature or displaying extremist activities are asked to leave the area with Police called and incident reported. 	<p>Senior Management Team</p> <p>Safeguarding / Prevent Lead</p> <p>Director of Operations</p>		<p>Reinforced at start of every year address to all staff and in student inductions</p> <p>New staff informed through induction process</p>
6	<p>Funding & resources- Does the college fund community/voluntary/ student groups? How do you know that monies are not funding extremist activities? Do student/external groups book college rooms, how do you monitor if extremist activities are taking place? Do you have a booking form/policy that states extremist activities must not take place?</p>	<ul style="list-style-type: none"> ➤ The college does not fund community or voluntary groups. ➤ Any community events and use of college facilities and equipment are undertaken through an established college lettings process and approved by Director of Operations. ➤ All events are risk assessed and lettings administrators ensure those using the facilities are aware of the college Safeguarding and Prevent requirements. ➤ Lettings documentation has been amended to 	<p>Safeguarding and Prevent Lead</p> <p>Director of Operations</p> <p>College lettings and bookings administrator</p>	<p>Ongoing Monitoring and Review</p> <p>Lettings Policy statement and supporting literature reviewed and amended to reflect prevent control measures by November 1st 2017.</p>	<p>Established with ongoing monitoring and review</p> <p>Policy Statement and supporting literature was amended to include prevent risk controls in October 2015</p> <p>Ongoing Monitor and Review</p>

		include new prevent duty requirements.			
7	<p>Safe place to discuss terrorism and extremism – Are staff trained to facilitate discussions on terrorism and extremism? Are there opportunities available to do this i.e. do you run a programme of seminars? Can external speakers be invited to discuss Prevent?</p>	<ul style="list-style-type: none"> ➤ College have a dedicated Safeguarding and prevent Lead and other senior managers who are available at all times. ➤ College have a well-established safeguarding team and policies in place. ➤ College have 3 Prevent facilitators to provide WRAP training to all staff. ➤ College have access to other external prevent facilitators to assist in ensuring all staff have awareness. ➤ Sector Prevent regional FE/HE lead is available for seminars and guidance. 	<p>Safeguarding and Prevent Lead</p> <p>Senior Management Team</p> <p>Safer Cornwall</p> <p>FE/HE Prevent Lead for South West</p>	<p>Ongoing Monitoring and Review</p> <p>Staff WRAP training workshops to be regularly provided to update staff with current Prevent risks and controls</p>	<p>Existing safeguarding and prevent awareness is provided on regular staff training days College representatives attend National Forums provided through DFE to ensure the college are up to date with current risks.</p>
8	<p>Policies & Procedures - Do any policies need to change to incorporate Prevent (safeguarding, security & estate management, disciplinary, behavior, room booking, external speakers)</p>	<ul style="list-style-type: none"> ➤ Safeguarding Policies are in place and Prevent strategies are embedded within them. ➤ Lettings Policy is in place and requires amending to reflect new prevent duty legislative requirements. ➤ College has a well-established behavioural and disciplinary policy. ➤ College employs a respect co-ordinator who patrols premises on a regular basis. Holds a walkie talkie and mobile phone. 	<p>Safeguarding and Prevent Lead</p> <p>Director of operations</p>	<p>Ongoing Monitoring and Review</p> <p>Lettings Policy statement and supporting literature to be amended to reflect prevent by 1st October 2015.</p>	<p>Established and in place with regular monitoring and review</p> <p>All events, bookings and lettings are approved through a well established system and procedure with regular monitoring in place – Last reviewed February 2018</p>

9	<p>Information Sharing Are there information sharing protocols in place with the Police and the college? Do the Police know who to contact for any issues? Do the college know who to contact at the Police? Do other staff members know who the Prevent lead is at the college?</p>	<ul style="list-style-type: none"> ➤ College have Safeguarding and data protection policies in place. ➤ College have a dedicated 'SPOC' who has a list of contacts within local authority and relevant supporting organisations. ➤ College switchboard staff are informed to direct calls from police to Senior Management Team. ➤ Safeguarding and Prevent lead is established and made aware to staff through induction, organisational posters and start of year address to all staff. 	<p>Safeguarding and Prevent Lead</p> <p>Senior Management Team</p>	<p>Ongoing Monitoring and Review</p> <p>All information sharing requests go through Director of Operations for approval.</p>	<p>Established with ongoing monitoring and review</p>
10	<p>Local Prevent Structures Is the college linked in with the local Prevent Board or regional Prevent FE/HE group Does the college know who the local authority Prevent Coordinator is? Is there awareness of key Police and regional HE/FE lead?</p>	<ul style="list-style-type: none"> ➤ Members of the college Senior Management Team are active within local county prevent group ➤ College 'SPOC' is in contact with local authority prevent co-ordinator. ➤ All key personnel are members of county prevent group. ➤ College representatives attend Regional Prevent Forums put on by the DFE. ➤ Project Argus will be undertaken within the college facilitated by emergency services and local partners to assess staff awareness and ability to manage incidents 	<p>Safeguarding and Prevent Lead</p> <p>Senior Management and dedicated safeguarding officer with established links to HE/FE Prevent groups, Channel and Prevent Boards</p> <p>Director of Operations</p>	<p>Established links to currently in place with regional and national meetings and forums attended regularly</p> <p>Project Argus to be undertaken following review of emergency and incident procedures by June 2017 and refreshed July 2019</p>	<p>Established links are in place with College representatives who attend DFE led FE specific forums. Last forum attended March 2020.</p> <p>Continue to monitor and review.</p> <p>Project Argus training undertaken in college July 2019</p>

		<ul style="list-style-type: none"> ➤ HE/FE Prevent group established and meets termly with South West HE/FE Prevent lead at college. 			
11	<p>Tensions</p> <p>Are the college aware of tensions in your student body? How are the college dealing with these tensions? Have these tensions been exploited by any group? What cohesion issues do the college have?</p>	<ul style="list-style-type: none"> ➤ College Safeguarding and Prevent Lead regularly meets with Student Council to ensure any matters are raised and dealt with appropriately. ➤ Member of student council sits on the Health and Safety committee and attends regular meetings. ➤ Member of Student Council is a College Governor and has undergone Prevent training. 	<p>Safeguarding and prevent Lead. Senior Management team. Safeguarding team.</p> <p>Respect Co-ordinator is in place and reports to Director of operations and Safeguarding officer with any concerns.</p>	<p>Meetings to be held with safeguarding Officer and Student Council at regular intervals</p> <p>Respect Co-ordinator to continue to monitor and review college behaviour and tensions.</p>	<p>Achieved September 2015 and continues to be regularly monitored. DSL meets with Student Council fortnightly.</p> <p>Any concerns are dealt with swiftly with ongoing monitoring and self - assessment in place.</p>
12	<p>Prevent Messaging</p> <p>How can Prevent be communicated better? i.e. posters, newsletters, intranet, student and staff handbooks, staff induction, internal literature</p>	<ul style="list-style-type: none"> ➤ Safeguarding posters are placed throughout college buildings. ➤ College Intranet has a dedicated safeguarding section containing e-learning and updated regularly. ➤ Safeguarding and Prevent Lead speaks to all staff at start of year address and reaffirms message. ➤ Staff induction pack ➤ Channel E-learning module to be completed by all staff and governors. ➤ WRAP training given to all staff. 	<p>Safeguarding and Prevent Lead.</p> <p>Senior Management Team.</p> <p>Prevent facilitators</p>	<p>All staff to receive start of year address by Safeguarding Officer.</p> <p>Channel and Prevent WRAP training to be completed by all staff within 6 months of starting work.</p> <p>All poster and advertising requests go through Director of</p>	<p>Achieved every September through start of year address.</p> <p>Channel and WRAP training is undertaken by all staff achieved through training sessions regularly made available.</p> <p>E-learning packages for prevent and channel placed on the college</p>

				Operations for approval.	intranet and last updated June 2019
13	<p>Engagement with Student Council</p> <p>Does the council have an awareness of Prevent? Are they aware of the risks? Does the college have a student support service?</p>	<ul style="list-style-type: none"> ➤ Student Council is elected annually and inducted following appointment to raise awareness of risks. ➤ Safeguarding and prevent awareness is undergoing continued development to ensure awareness and strong links are forged and is well embedded within the organisation. ➤ College student support service is in place with one member of student services team being a WRAP Trainer and all staff trained in prevent. 	<p>Safeguarding and prevent Lead.</p> <p>Senior Management team.</p> <p>Safeguarding team.</p>	<p>Meetings to be held with safeguarding Officer and student union at regular intervals</p>	<p>Achieved with ongoing monitor and review.</p> <p>Additional college WRAP Trainers put in place with one member of student services team now a trainer – October 2017</p>
14	<p>Freedom of Speech</p> <p>Have the college revised and enhanced Codes of Practice on Freedom of Speech? Developed clearer guidelines on balancing freedom of speech with the need to protect vulnerable individuals?</p>	<ul style="list-style-type: none"> ➤ Any events and use of college facilities and equipment are undertaken through an established college lettings process and approved by Director of Operations. ➤ All events are risk assessed and lettings administrators ensure those using the facilities are aware of the college Safeguarding and Prevent requirements. ➤ Generic Risk Assessment Templates for facilities hire have been amended to ensure Lettings Assistants on all campuses have an 	<p>Lettings administrator and event leads.</p>	<p>College events currently booked through lettings procedure and includes check for radicalism and extremist content.</p> <p>All events go through Director of Operations for approval.</p> <p>Safeguarding and prevent lead to construct Visiting</p>	<p>Lettings procedure amended to include check content in October 2015 and all booking undergo continued checks – Ongoing monitor and review – Last Reviewed February 2018</p> <p>Visiting Speaker</p>

		<p>overview of the content.</p> <ul style="list-style-type: none"> ➤ Visiting Speaker Policy is in place. 	Safeguarding and Prevent Lead	Speaker Policy	Policy adopted and in place – February 2018
15	<p>Policy on external speakers Does the college have a frame work for dealing with requests for external speakers on campus?</p>	<ul style="list-style-type: none"> ➤ Any events and use of college facilities and equipment are undertaken through an established college lettings process and approved by Director of Operations. ➤ All events are risk assessed and lettings administrators ensure those using the facilities are aware of the college Safeguarding and Prevent requirements through a one to one induction before first hiring. ➤ Lettings Policy Agreement has been updated to include a statement on our Safeguarding duties under the Prevent Agenda. 	Director of Operations	<p>Health and Safety policy is in place includes Safeguarding and is reviewed annually.</p> <p>Safeguarding and Prevent Officer to assess policy and amend appropriately</p> <p>All events go through Director of Operations for approval.</p>	Ongoing monitoring and review
16	<p>Dangerous Substances Is the college aware of and comply with all relevant legislation in the storage and handling of dangerous substances including chemicals, bacteria, viruses and toxins?</p>	<ul style="list-style-type: none"> ➤ College undertake annual COSHH audits. ➤ College has a Health and Safety Officer to ensure legislative requirements are met. ➤ Health and Safety Officer provides ongoing training and awareness to staff where necessary. ➤ Health and Safety Policy is in place ➤ Storage is supplied and dangerous substance well controlled. 	<p>College Senior Management Team.</p> <p>Health and Safety Officer.</p> <p>Department and Curriculum Managers</p> <p>Department and Curriculum Managers</p>	<p>Annual COSHH Audits are conducted by Health and Safety Officer who regularly patrols buildings to ensure storage is in place and well controlled.</p> <p>COSHH risk assessments are to be</p>	<p>All currently in place with constant monitoring and review.</p> <p>Annual COSHH Audits have taken place.</p> <p>Ongoing monitor and review.</p>

		<ul style="list-style-type: none"> ➤ College employ competent and well trained staff to manage subject specific areas and manage risk. 	Students receive Health and Safety induction with supervision and instruction in place.	<p>completed for all hazardous materials.</p> <p>Department and Curriculum Managers ensure areas containing hazardous materials are well managed.</p> <p>College is patrolled by Respect co-ordinator and established Premises teams.</p> <p>Established lock up routine is in place ensuring all rooms are checked and locked when not in use.</p>	
17	<p>Dealing with an incident</p> <p>Does your emergency management plan identify a lead person to deal with terrorist related issues?</p> <p>How will the college communicate with and reassure local communities, staff and students?</p> <p>Who will deal with the Press?</p> <p>How will the college communicate with</p>	<ul style="list-style-type: none"> ➤ College emergency action plan is in place and reviewed regularly. ➤ Senior managers attend regular regional and national College forums and benchmarking meetings. ➤ Multi Agency links are well established with all Emergency Services. ➤ Emergency Services attend the college on a regular basis to 	<p>College Principal & Director of Operations Senior Management Team</p> <p>Director of Operations</p> <p>SMT</p>	<p>Regular attendance of key personnel is in place to engage with local groups and other college establishments.</p> <p>Plan for large emergency incidents to include</p>	<p>Emergency action plan reviewed January 2017 and is embedded in the Health and Safety Policy – Reviewed annually</p> <p>Prevent forums attended by college</p>

	<p>other FE/HE institutions locally? How will the college identify what partnership support may be required?</p>	<p>liaise with key members of staff.</p> <ul style="list-style-type: none"> ➤ Table top major incident training is available through multi agency contacts and local authority establishments. ➤ Senior Managers are in place and will deal with any press releases with approval from the Principal. 	<p>Director of Operations</p> <p>Principal, SMT & Head of Marketing & Communications</p>	<p>establishing a group of key personnel with specific roles to play in the event of a major incident.</p>	<p>representatives. Last attended March 2020</p>
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Definitions

- An ideology is a set of beliefs.
- Radicalisation is the process by which a person comes to support terrorism and forms of extremism leading to terrorism.
- Safeguarding is the process of protecting vulnerable people, whether from crime, other forms of abuse or from being drawn into terrorism-related activity.
- Terrorism is an action that endangers or causes serious violence damage or disruption and is intended to influence the Government or to intimidate the public and is made with the intention of advancing a political, religious or ideological cause.
- Vulnerability describes factors and characteristics associated with being susceptible to radicalisation.
- 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. Calls for the death of British armed forces is also included.

Useful Links

National Prevent Strategy

<https://www.elearning.prevent.homeoffice.gov.uk/>

http://course.ncalt.com/Channel_General_Awareness/01/index.html

Intranet – Official College Documents and forms//safeguarding

Reviews

Review Date:	Reviewed By:	Position:	Comments:
09/02/2017	Simon Grant	Health and Safety Officer/Prevent Facilitator	HSO and Learning Services PTL attended latest FE Forum facilitated by DFE South West Prevent Co-Ordinator. Updates fed back to Safeguarding and Prevent Officer and policy

			and risk assessment reviewed. Emergency incident procedures reviewed January 2017 and Project Argus booked to test procedures on 7 th April 2017.
08/02/2018	Cheryl Mewton/ Simon Grant	Senior Manager and Safeguarding and Prevent Lead/Health and Safety Officer	Document reviewed and amended to update current position. Additional college trainers now in place and recent forums attended. HE/FE group now established in South West which is attended termly by Prevent lead. Full review of Lettings procedure and risk assessment documents undertaken. Visiting Speaker Policy constructed and adopted by the college.
16/10/19	Cheryl Mewton	Senior Manager and Safeguarding and Prevent Lead	Document reviewed and updated. SPOC is a member of the County Prevent Board.
10/3/20	Cheryl Mewton	Senior Manager and Safeguarding and Prevent Lead	Updated with personnel changes and involvement from HE/FE South West Prevent Lead