

Prevent Duty Action Plan

Updated in November 2019

	Risk Area	Action taken to mitigate/address risk	Next Steps	Lead	R A G
1	Partnership and Leadership				
1.1	Engagement with Prevent partners and local and regional Prevent groups (such as the BIS Regional Prevent Coordinator, Local Authorities and Police)	<p>There is effective engagement with the Regional prevent coordinator, OfS, Kent County Council Prevent Delivery Board and Kent East Division and Medway Division Police Prevent officer.</p> <p>Prevent Officer attends Kent County Council's Prevent Delivery Board when possible, and has regular contact with the KCC Prevent and Channel Strategic Manager for CTLP updates.</p>	<p>Engagement with external Prevent partners to continue.</p> <p>Following a CTLP* briefing with the KCC Prevent and Channel Strategic Manager in October 2019, it was agreed an updated briefing was required for senior managers in the Spring term 2020.</p> <p>*Counter Terrorism Local Profile</p>	DHP/ JRWS	
1.4	Institutional recognition of Prevent risks	The corporate risk register, reviewed on a termly basis by the University Executive Group and annually by Council, includes the Prevent duty as a possible risk.	Prevent will continue to be flagged.	DHP	
1.5	Operation of a Prevent Steering Group (PSG) to oversee effectiveness and ensure active implementation of duty	PSG Membership is reviewed and updated annually to reflect the whole organisation and the main elements of the statutory duty.	A new Medway Prevent lead to be put in place for 2019/20 following the departure of the Dean for Medway (<i>there may be a delay on this action due to the</i>	DHP/ JRWS/	

			<p><i>Organising for Success project outcomes)</i></p> <p>Kent Union to invite a member from their Faith network to join the group.</p>	KU	
2	Staff training and awareness				
2.1	Extent to which staff are made aware of the Prevent Duty	<p>A Prevent webpage has been updated, with information on the University's approach to Prevent, staff training and links to the risk assessment and action plan. The first paragraph on the webpage will also be updated to cover Prevent for higher apprenticeships.</p> <p>Key staff are invited to attend the University's bespoke Prevent Safeguarding Awareness training facilitated by the Centre for Child Protection. The Prevent Officer has set up a training plan which sets out an ongoing identification of staff roles for Prevent-related training.</p> <p>Senior managers have been briefed to raise Prevent within their Schools and Departments</p>	<p>The Prevent webpage will be kept updated with relevant information for both staff and students. Corporate Communications will endeavour to make the Prevent webpage more visible and links will be provided from the Student Services and Kent Union webpages (Action from PSG meeting in October 2019).</p> <p>Through consultation with student facing colleagues, the Prevent Steering group and recommendations by staff who have attended the training sessions, training will be rolled out to more staff across the University. Distance learners and those on apprenticeships will be made aware of training options available and this will be discussed at a future Prevent Steering Group meeting.</p> <p>A statement regarding the University's stance on Prevent will be written with</p>	<p>JRWS/ Corporate Communications/ KU</p> <p>DHP</p>	

			<p>input from the steering group, Kent Union, Corporate Communications and the Centre for Child Protection (CCP). This can be put online (Prevent webpage, Kent Union website), and also be included in the Student Guide (action carried over from last year).</p> <p>New guidance will be shared with senior managers for wider circulation once senior leadership have received an updated briefing – See Action 1.1</p>	DHP/EG	
2.2	Staff awareness of the responsibilities under Prevent and how to respond if there is cause for concern.	<p>Detailed guidance has been issued to Designated Safeguarding Officers - the main operational points of contact.</p> <p>The Prevent webpage provides links to the Safeguarding policy and information on who to contact regarding Prevent concerns/queries.</p> <p>Staff attending Prevent Safeguarding Awareness training are provided with clear signposting as to who and where a Prevent related concern goes to. Attendees have also been made aware to potentially expect more Prevent related concerns from students (along with welfare concerns) as Prevent is very prevalent in schools and colleges.</p>	<p>Safeguarding guidance and information will continue to be updated when necessary and disseminated to relevant members of staff.</p> <p>Council and EG to be consulted as appropriate on future incidents and OfS returns.</p>	Director of Student Services/ DHP/JRWS/ EG	

2.3	Do individuals in relevant student-facing roles understand the factors that make people vulnerable to being drawn into terrorism and extremist ideas	<p>47 staff have undergone safeguarding training and have qualified as Designated Safeguarding Officers.</p> <p>45 DSOs have completed the Prevent Safeguarding awareness training (this does include staff who are no longer DSO's due to new roles/responsibility changes).</p> <p>134 members of University staff (including the 45 DSOs) have attended this training overall. These figures are in reflection of the training sessions which have taken place up until 11th July 2019.</p> <p>The two training sessions in 2018 used a new simulation <i>Behind Closed Doors</i>. Prior to this, the simulation <i>Zak</i> was used in training sessions, however in 2018 <i>Zak</i> was undergoing updates so <i>Behind Closed Doors</i> was chosen and will be used for future training sessions.</p> <p>In 2017/18, the Prevent Safeguarding awareness training was made available to a wider range of staff members (having previously aimed at just DSO's) – Student Support Officers, Senior Tutors, Directors of Education Network and Kent Hospitality Accommodation office.</p>	<p>The next Prevent Safeguarding Awareness training date is set for 4th December 2019. A further 2/3 training dates will be set for the Spring and Summer terms in 2020.</p> <p>Through consultation with student facing colleagues, the Prevent Steering group and recommendations by staff who have attended the training sessions, training will continue to be rolled out to more staff across the University.</p> <p>Due to the change in simulation used for training, refresher training is now being offered to staff trained in 2016 and 2017 who attending training sessions where <i>Zak</i> was used.</p> <p>Broader awareness raising of policies and processes to ensure concerns are picked up and dealt with are ongoing.</p> <p>Factsheets (provided by the Prevent KCC team) regarding far right symbolism and information on lone actors will now be shared with staff attending these training sessions, with an aim to circulate this information out wider amongst student facing staff.</p>	JRWS
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3	Welfare, pastoral care and chaplaincy support				
3.3	Welfare and pastoral care from a Prevent perspective mean having clear and consistent processes for reporting and managing welfare concerns, and that through training these are actively used. Staff should be confident when handling cases relating to vulnerability to radicalisation and take appropriate action (including where appropriate making Channel referrals).	<p>Safeguarding policy has been revised, published and disseminated. Detailed guidance has also been issued to Designated Safeguarding Officers.</p> <p>Safeguarding policy can be found here: https://www.kent.ac.uk/student-services-local/Safeguarding%20and%20Duty%20of%20Care%20Policy.pdf</p> <p>In January 2019, CHDA requested a dedicated Safeguarding Policy for apprentices and Appendix 6 of the Safeguarding policy focuses on keeping Apprentices Safe.</p>	<p>Safeguarding Policy reviewed as and when necessary.</p> <p>Designated Safeguarding Officers to continue to receive refresher safeguarding training and be invited to attend Prevent training.</p>	Director of Student Services/ DHP/CHDA	
3.5	Good governance and management procedures/policies in respect of activities and space in prayer facilities	Management of prayer space are reviewed as and when required	Existing arrangements are judged adequate and appropriate	Director of Student Services	
4	Speakers, Events and Freedom of Expression				
4.1	All providers should have clear and user-friendly arrangements in place for assessing the risks that external	University policy is reviewed and revised when necessary. The current policy was approved by Council and is available on the University	Implementation of policy reported to Council on an annual basis.	KL	

	speakers might express extremist views and have structures for managing those risks	<p>website. This University policy 'Code of Practice concerning Freedom of Speech, External Speakers and Events' can be found here: https://www.kent.ac.uk/governance/policies-and-procedures/documents/freedom-of-speech-annex-a.pdf</p> <p>Secretary for Council provides updates to EG and Prevent Lead and Officer on any visiting speaker that has been flagged as potential risk, and approval on how best to mitigate risk.</p>	We will be reviewing whether these policies are as user-friendly as possible.		
4.3	Effectiveness of policies for managing, speaker requests and on/off campus events including safety and security management	Safety and security management is an integral part of booking an event. Process allows for referral to central management for sensitive cases	Procedures to continue to be used as and when necessary	KL	
5	Research				
5.1	Adequacy of process for accessing terrorist related material for research purposes	<p>There is a well-established process for research approvals that already covers these issues. The guidance has been updated to refer to the prevent duty.</p> <p>NB. The university will not seek to discourage any research on the grounds of Prevent</p>	Process to be used as and when necessary	SK	
8	Student Union and student awareness				

8.1	The communication of policies and procedures relating to Prevent to students	There is a reference to Prevent in the student handbook. Student societies are aware of the policy and procedure in place for visiting speakers	Consultations are in progress with Kent Union on how to increase student awareness and training.	KU	
8.2	Apprenticeships	Safeguarding & prevent topics are discussed with apprentices throughout their apprenticeship at their progress reviews. These topics are also built into their PoS.	Further development of online material relevant to apprenticeships.	CHDA	

University of Kent staff referred to in Action Plan:

DHP – David Powell, Policy Adviser to the Vice-Chancellor/Prevent Lead

JRWS – Jess Sutherland, PA to Deputy Vice-Chancellor (Education) and Prevent Officer

KL – Keith Lampard, Secretary to Council

SK – Simon Kerridge, Director of Research Services

KU – Kent Student Union

CHDA – Centre for Higher and Degree Apprenticeships

EG – Executive Group