

Prevent Risk Assessment/Action Plan

Assessment undertaken by College Prevent Leads	Ian Graham-Wells Deputy Headteacher Marshfields School
Internal/External Verification/approval	Internal: Curriculum Governors /SLT
Date Undertaken	January 2020
Update Undertaken	First Version
Next Annual review	January 2021

Who is this document for?

This document is intended for School Leaders, Staff, Parents and Governors; the intention of this document is to give advice, reassurance and guidance on how *Prevent* is being implemented within Marshfields School.

It will provide a framework on how to assess and deal with Prevent vulnerabilities at the School and to have due regard to the need to prevent people being drawn into terrorism.

A. **Background to Prevent**

The revised Prevent Strategy was launched in June 2011 and is an integral part of the Contest Counter Terrorism Strategy. Its aim is to stop people becoming 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 extremism (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 face from those who promote it:

- Using teaching and learning to help students and staff to develop the knowledge and skills to challenge extremist narratives.

Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support:

- Identifying how to prevent harm to students by individuals, groups or others who promote terrorism and violent extremism.
- Robust safeguarding procedures to intervene and support any student who is at risk.

Supporting sectors and institutions where there are risks of radicalisation:

- Increasing the resilience of college communities by encouraging engagement with management, staff and students through training and awareness raising.
- Encouraging the training of staff and the use of curriculum opportunities with students which allow grievances to be aired and dealt with.
- Ensuring that college resources are not used by extremist groups.

B. **How can the Further Education sector help?**

The Counter Terrorism and Security Bill has placed the Prevent element of the national counter terrorism strategy on a **statutory footing**. This has implications for colleges and partner agencies and bodies, such as schools, universities and councils. Further Prevent Duty Guidance was issued in September 2015.

Schools promote and facilitate the exchange of opinions 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 schools also have a duty of care to their students. Schools 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.

We accept that Marshfields School can play an important part in preventing terrorism. Just as we can help to educate people about risk, we 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 this School, 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.

C. 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 titled Pursue. This is not the role of 'Prevent', which operates in what is called the 'non-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.

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

Channel is a multi-agency support scheme 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 town. The school is represented on the Channel Board by the local Education safeguarding lead.

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

It is important too 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 Team at the School 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.

E. What training is available?

WRAP 3 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 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 Qaida 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.

Prevent training is undertaken by all staff as a minimum requirement and is part of the induction programme for new staff.

Risk Scoring Matrix

	Probability				
Impact	1 – Rare	2 – Unlikely	3 – Possible	4 – Likely	5 – Almost Certain
5 – Extreme	5	10	15	20	25
4 – Major	4	8	12	16	20
3 – Moderate	3	6	9	12	15
2 – Minor	2	4	6	8	10
1 - Insignificant	1	2	3	4	5

Rag Ratings

- Limited / No Progress
- On Track / on-going as planned
- Completed

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating	Commentary
1	Leadership							● ● ●	
	Insufficient understanding of their own and institutional responsibilities in relation to the “Prevent Duty”. <ul style="list-style-type: none"> Corporation Senior Leadership Team (SLT) Staff Student Union Safeguarding Team 	1	3	3 Very low	Safeguarding and WRAP/Prevent training provided to all new staff at induction. Safeguarding refreshers for all staff annually. Key themes promoted at whole staff briefings/meetings	DSL	Ongoing	●	Project Argus All governors to carry out mandatory online training. Safeguarding and Prevent online training planned for roll out across college for new staff to complete pre induction. Key themes to be addressed annually through CPD days. New online Safeguarding and Prevent training introduced for staff, all new staff to complete upon starting/within first 2 weeks and linked to passing probation. Refresher Safeguarding training is now

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
					Annual Safeguarding Report and action plan. Safeguarding Action Plan and Prevent Risk Assessment/Action Plan are monitored by the Safeguarding Governor and Curriculum Committee.	DSL	Ongoing		annual, using online training with additional face to face training and guidance. Annual Safeguarding report reported to Board February 2020 including reference to radicalisation. Updated Policy and Action Plan shared with Curriculum Governors in June
					Key staff WRAP 2/3 trained and Safeguarding team have WRAP trainers.	DSL	Ongoing		
2	Partnership								
	a) Ineffective engagement from the School, SLT, staff and leaders.	1	3	3 Very low	a) Corporation and SLT provided with updates. Other managers and leaders completed WRAP 2/3 training	DSL	Ongoing		
	b) Single point of contact (SPOC) not known or identified in relation to Prevent.	1	3	3 Very low	b) The Prevent Lead for Marshfields is the school DSLEDSS. They are responsible for oversight of the Prevent Risk Assessment Plan and update, to SLT and Governors.	DSL	Ongoing		
	c) Insufficient and ineffective engagement with the BIS Regional Prevent Coordinator, Local Authority Police Prevent Leads and engagement with local Prevent Boards/Steering Groups	1	3	3 Very low	c) The DSL has robust links with the Cambridgeshire Prevent Team and Eastern Region Prevent Lead.	DSL	Ongoing		East Region Counter Terrorism Local Profile quarterly publications (Official/Sensitive) sent quarterly to DSL

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
	at Strategic and Operational Level.				<ul style="list-style-type: none"> School Safeguarding Team are fully aware of the Channel referral process and know who to seek advice from and when. Local Education Prevent Plan for Peterborough schools shared annually. 				
3	Staff Training								
	<p>Insufficient staff knowledge and confidence to:</p> <p>a) Exemplify British Values in their management, teaching and through general behaviours in the institution.</p> <p>b) Understand the factors that make people vulnerable to being drawn into terrorism and to challenge extremist ideas which are used by terrorist groups and can purport to legitimise terrorism.</p>	3	2	6 Low	<p>a) All teaching staff have received training on British Values and how to embed/develop naturally,</p> <p>b) All staff are expected to develop learners understanding of British Values through their curriculum delivery and SOW for tutorials</p> <p>c) School Values reflect British Values around respect. All staff and students are aware of the school's expectations and subscribe to its values, as promoted in all school materials.</p> <p>b) Safeguarding Policy includes reference to radicalization. WRAP training underlines complexities involved and Notice, Check, Share principles</p> <ul style="list-style-type: none"> Staff are clear that they must refer any concerns using the Safeguarding referral process. Area will remain flagged as 'Amber' as it is a constantly evolving landscape and requires continued 	DSL	Ongoing		<p>All staff have undertaken Safeguarding refreshers and WRAP training.</p> <p>Review internal training now that DSL has WRAP Train the Trainer course.</p>

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
					vigilance. c) Staff training in Prevent which is monitored by HR <ul style="list-style-type: none"> All staff required to have had Prevent (WRAP) training. New starters receive WRAP training delivered face to face at induction. 	EDHR	Ongoing		
4	Welfare and Tutorial Support								
	a) Inadequate arrangements and resources in place to provide pastoral care and welfare support as required by the School. Staff need to know what measures are available to prevent people from becoming drawn into terrorism and how to challenge the extremist ideology and understand how to support those who may need it.	1	4	4 Low	a) Trained and updated Safeguarding Team. <ul style="list-style-type: none"> The school has engaged positively with the Workshop to Raise Awareness of Prevent (WRAP) to ensure all teaching staff and key support staff have the skills and knowledge to refer any concerns appropriately. The DSL is registered with the Home office as WRAP trainer Risk assessment process which assesses where and how students or staff may be at risk of being drawn into terrorism. 	DSL	Oct 2020		Explore WRAP training for other members of Safeguarding Team Review British Values embedding in PSHE as part of tutorial strategy for 2020/21.

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
6	Safety On-line								
	a) Insufficient and ineffective policy relating to the use of IT which doesn't contain a specific reference and inclusion of the Prevent Duty.	1	4	4 Low	a) Clear policies in place for students and staff using IT equipment to research terrorism and counter terrorism in the course of their learning. • Policy specifically references Prevent. Students receive information related to IT at Induction.	DSL	Ongoing		Policy in operation. Student IT code of conduct on student portal
	b) Ineffective filtering/firewall systems to prevent staff/students/visitors from accessing extremist websites and material.	1	4	4 Low	b) Appropriate filtering is in place to ensure that learners are unable to access terrorist and extremist material online through college servers.	DSL	Ongoing		Guidelines to internet safety available to all students via computing curriculum.
	c) Insufficient coverage of the use of	1	4	4	c) All BYOD devices are subject to	DSL	Ongoing		

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
	<p>students using their own devices via Wi-Fi.</p> <p>d) Failure to alert to serious and/or repeated breaches or attempted breaches of the policy.</p>	1	4	<p>Low</p> <p>4 Low</p>	<p>the same level of filtering and restrictions</p> <p>e) Lightspeed report monitored by the SLT to alert any potential safeguarding concerns</p>	SLT	Ongoing		Continue to monitor internet use and identify breaches of security via online using security software
7	Multi-Faith Facilities								
	a) Inadequate management procedures of the College Multi-faith facilities.	2	3	<p>6</p> <p>Low</p>	a) Multi-Faith Room available at key times for all faiths and those with no faith. Expectations for usage clearly communicated.	DSL	Ongoing		Policy in operation.

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
8	Site Security								
	a) Ineffective arrangements in place to manage access to the site by visitors and non-students/staff.	3	4	12 Medium	a) Safeguarding Policy in place. Access Control in place, Entry/Exit permitted via activated ID. <ul style="list-style-type: none"> • Reception staff trained. • All visitors must sign in at Reception. Frequent visitors follow Visiting Associates procedure. • All contractors are collected and met; badges issued by Reception. • Agency staff through vetting check process with HR and Business Manager. Access approved once checks completed. 	SLT	Ongoing		Logged on central register Logged on central register
	b) Ineffective policy regarding the wearing of ID on site, which is not enforced.	3	4	12 Medium	b) All visitors required to display ID. Staff /students expected to wear ID – is part of the Code of Conduct and staff/ students/visitors being subject to routine checks by SLT	SLT	Ongoing		All staff responsible for challenging wearing of ID/Lanyards.
	c) Ineffective arrangements for the storage of dangerous substances on site.	1	4	4 Low	c) There are effective measures in place to ensure that appropriate security and health and safety procedures are followed.	SLT	Ongoing		All procedures followed. Health and Safety. Audits in operation.

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
9	Safeguarding								
	a) Insufficient attention paid to the protection against the risk of radicalisation and extremism which is not included within Safeguarding and other relevant policies.	1	3	3 Very low	a) Explicit in policy and information. • All staff to continue to monitor and raise concerns of student's at risk to the safeguarding lead(s)	DSL	Annually		Safeguarding children, young people and vulnerable adults Covers Prevent duty. Policy reviewed and updated September 2019.
	b) Safeguarding and Wellbeing staff do not receive additional and ongoing training to enable the effective understanding and handling of referrals relating to radicalisation and extremism.	1	4	4 Very low	b) Regular communication and updates provided to Safeguarding and Wellbeing team from external partner and government information sharing. Local Safeguarding boards and Prevent Leads advise on training opportunities for staff to access.	DSL	Ongoing		Recent Home Office updates to Prevent online training completed by DSL Jan 2019.
	c) The School does not utilise Channel as a support mechanism in cases of radicalisation and extremism.	1	4	4 Very low	c) Robust Chanel links and referral processes. See section 2.	DSL	Ongoing		Safeguarding team are well briefed on Channel and have good links with local Prevent Officers.
	d) The School is not easily able to refer cases to Channel.	1	4	4 Very low	d) The School has very good communication links with Channel and Prevent staff. The School is familiar with the referral process.	DSL	Ongoing		
	e) Safeguarding/Prevent concerns are not effectively logged and monitored.	1	4	4 Very low	e) MyConcern is used to log all Safeguarding concerns including those relating to extremism and radicalisation ProMonitor categorisation to includes reference to at risk of radicalisation	DSL	Ongoing		

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
					and/or extremism.				
10	Communication								
	a) The School Prevent Lead and their role is not widely known across the institution.	1	4	4 Very low	a) Safeguarding Team known, which includes the DSL	DSL	Ongoing		
	b) Staff and students are not made aware of the Prevent Duty, current risks and appropriate activities in this area.	2	3	6 Very low	b) All updated materials published, and staff directed to them. The tutorial programme includes these subjects. • Regular updates from Prevent partners shared and cascaded with relevant staff including Safeguarding Team.	DSL	Jun 2019		All staff briefed during induction which includes local area threats/concerns. The school website has a page that will inform parents of safeguarding and Prevent procedures in the school as well as how to work in partnership with the school.
	c) Information sharing protocols are not in place to facilitate information sharing with Prevent partners.	3	4	12 Medium	c) East Region Counter Terrorism Local Profile quarterly publications (Official/Sensitive) sent quarterly to DSL	DSL	Ongoing		January 2020 updated partnership agreements due to new post holder.
11	Incident Management								

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
	<p>a) Ineffective critical incident management plan which is insufficient in dealing with terrorist related issues.</p> <ul style="list-style-type: none"> Insufficient training and informed personnel identified to lead on the response to such an incident. 	1	5	5 Very low	<p>a) The college has a Business Continuity Plan which has been updated to clearly identify the procedure for managing major incidents</p> <ul style="list-style-type: none"> Disaster Management Plan has been updated and refers to bomb threat/ rogue attack. 	DSL/SLT	Ongoing		
	<ul style="list-style-type: none"> Failure to understand the nature of such an incident and the response that may be required in terms of the media. 	2	5	10 Very low	<p>c) Business Manager will be the contact with the media as directed by the Headteacher. In the event of an incident, advice to be taken from the Police and Prevent Coordinators.</p>	DSL/SLT	Ongoing		Advice would be sought in any such event.

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
13	Staff Recruitment								

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
	a) Insufficient safer recruitment processes which are not robust.	1	4	4 Low	a) Safer Recruitment Policy in place and regularly updated in line with new guidance e.g. KCSiE b) Training in safer recruitment – online training is mandatory for leaders. c) Bank of interview templates and standard interview questions include safeguarding d) Robust process for DBS checks for all staff and Governors. DBS compliant following recent audit. Single Central Record kept up to date and recently audited. DBS Policy and risk assessment process in place.	DSL/SLT	Ongoing		Policies are in place and reviewed bi-annually or more frequently in line with developments in legislation and good practice.
14	Educational Trips & Visits								
	a) Increased risk of being caught up/victim of terrorist related incident.	1	5	5	<ul style="list-style-type: none"> • Education Visit policy and procedure and clear flow chart in place • H&S Officer oversees procedure and checks • Educational visits documentation is reviewed for each trip. • Curriculum Leaders 	DSL/EVC	Ongoing		New paper-based visit proposals form introduced

No	Vulnerability/Risk Area	Probability	Impact	Risk Scoring	Action taken/already in place to mitigate/address risk	Responsibility	Timescale	Progress RAG Rating 	Commentary
					<p>ensure thorough risk assessments are carried out along with essential trip information, schedule and emergency contacts for 2 people.</p> <ul style="list-style-type: none"> • Consideration of destination and trip details at pre trip agreement stage. • Letters are sent to parents where applicable • Home Office Travel Advice sought prior to any international trips and visits. • SLT on call 24/7 in case of an emergency and have access to all trip information • 'Act of Terrorism – large events or big cities risk assessment for trips within this scope 				

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.