



LONDON
COLLEGE OF
INTERNATIONAL
BUSINESS
STUDIES



Prevent Policy

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Purpose.

- 1.1 The purpose of this Policy is to ensure that London College of International Business Studies (hereafter referred to as 'the College') is compliant with the statutory duty to pay due regard to the need to prevent people from being drawn into terrorism.
- 1.2 While the College is aware of the statutory duty, it also embeds the existing duties regarding freedom of speech and protecting academic freedom into the processes, procedures and policies surrounding Prevent.

Relevant Legislation and Policy.

2. This Prevent policy should be read in conjunction with the below legislation and existing policy documents:
 - Counter-Terrorism and Security Act 2015
 - Education Reform Act 1988
 - Public Order Act 1986
 - Terrorism Act 2000
 - Communications Act 2003
 - Education Act 1986
 - Equality Act 2010
 - LCIBS Equality and Diversity Policy
 - LCIBS Data Protection (GDPR) Policy
 - LCIBS Safeguarding of Children and Vulnerable Adults Policy
 - LCIBS Acceptable Usage of IT Services
 - LCIBS Freedom of Speech and External Speakers / Events Policy and Guidance

Scope of Policy.

3. This policy is relevant to every student, staff member, visitor, and contractor who interacts with the College.

Approach.

- 4.1. The College will take a balanced and informed approach regarding the Prevent duty. It will consider existing duties relating to freedom of speech, academic freedom, and equality and diversity.
- 4.2 Where a person is suspected of being drawn into extremism or terrorism, the procedure found in the Safeguarding of Children and Vulnerable Adults Policy regarding referrals, will be followed. It will be initiated by the Prevent Lead who is also the designated Safeguarding Lead.
- 4.3 A pastoral and welfare approach will be followed in line with existing Safeguarding procedures, with an individual and appropriate response to the risk.
- 4.4 The College will interact with the Student Representative where appropriate regarding Prevent to ensure student engagement.

Leadership.

- 5.1 The Prevent Lead will provide guidance and leadership in relation to Prevent and will be the chair of the Prevent Committee.
- 5.2 The Prevent Lead will be the first point of contact for external agencies in relation to Prevent and any concerns should be directed to the Prevent Lead.

5.3 The Prevent Lead is also the designated Operational Safeguarding Lead as to ensure there is consistency across the referral process and referral procedure. This will also ensure that a holistic approach is implemented.

Risk Assessment and Action Plan.

6.1 As required by the Prevent Duty, we have undertaken a Prevent specific risk assessment and created an action plan to mitigate any risks identified.

6.2 The risk assessment will be revised annually by the Prevent Committee, unless there is a relevant change in legislation or the guidance documents. If there are any risks identified prior to the Prevent Committee meeting to revise the risk assessment, these will be dealt with and added to the action plan.

External Speakers and Events.

7.1 This section of the overall Prevent policy should be read in conjunction with the LCIBS Freedom of Speech and External Speakers / Events Policy and Guidance.

7.2 The approach to external speakers who potentially hold extremist views will be a proportionate one in line with the above policy and guidance, where freedom of speech and academic freedom are taken into account alongside equality and diversity.

7.3 If there are any issues regarding events these should be directed to the Student Services department, who will refer to the Prevent Lead or designated Safeguarding Lead as necessary.

Staff Training.

8.1 In line with the training schedule mentioned in the LCIBS Safeguarding Children and Vulnerable Adults Policy, Prevent training will take place within 6 weeks of a new member of staff joining the college, and will be run annually as a refresher session.

8.2 The training will be provided by the Prevent Lead, in conjunction with the external training facilitator either in person or online via the government provision.

Pastoral Provision.

9.1 The pastoral provision is provided by the Student Services department. Where a need is identified they are referred to the designated Safeguarding Lead who also deals with all welfare within the London campus.

9.2 The designated Safeguarding Lead provides 1:1 meetings regarding welfare and creates an action plan where appropriate. All documents are kept strictly confidential and password protected.

9.3 The designated Safeguarding Lead is also the Prevent Lead, so if there is a need for Prevent based intervention this is something that can be provided through the pastoral provision as well.

9.4 The designated Safeguarding Lead has contacts within the Local Authority in order to help with welfare concerns and has created effective partnerships with other external networks.

Faith Facilities.

10. There is currently no provision for faith facilities on campus due to space restrictions and low student numbers. This will be revisited when necessary and the policy will be updated.

IT Networks.

11.1 This section should be read in conjunction with the LCIBS Acceptable Usage of IT Services guidance.

11.2 The Prevent Lead will meet as needed, with the Facilities and IT Operations Coordinator to update blocked category lists as to ensure there are no breaches of the acceptable use documents.

11.3 The Acceptable Use guidance will be updated annually in line with any advancements in technology, programs used, and any further Prevent related guidance.

Communication and Information Sharing.

12.1 The Prevent Lead has regular contact with the regional Prevent Coordinator and will maintain this relationship for the benefit of the College.

12.2 The Prevent Lead in conjunction with the Prevent Committee will have regular contact with the Office for Students and will ensure that all deadlines are met in relation to Prevent.

12.3 In line with the Safeguarding Adults referral process, the Prevent Lead will gain consent before referring to or through a Channel. Channel knowledge will be kept up to date.

12.4 Local Authority and Police contacts will be maintained, and information will be shared with all external agencies in line with Data Protection and GDPR guidelines.

12.5 The Data Protection (GDPR) LCIBS Policy will be kept updated to ensure information sharing is in line with policy and legislation.

Roles and Responsibilities.

13.1 The Prevent Lead has overall responsibility for the Prevent duty within the London campus.

13.2 Every member of staff based in the UK has responsibility to act to prevent people being drawn into terrorism and will receive guidance on this through training sessions led by the Prevent Lead.

13.3 Although the Prevent Lead has overall responsibility, the Prevent Committee should also ensure that they continuously contribute to this duty.

Referral in relation to Prevent concerns.

13.1 In the event of a concern in relation to Prevent, the Safeguarding procedures should be followed as documented in the Safeguarding of Children and Adults Policy. The Safeguarding Team should be alerted, as the Prevent Lead is also the Operational Safeguarding Lead.

13.2 The procedure, as set out in the Safeguarding policy, is to alert the Safeguarding Team and to complete the Safeguarding Referral Form with notes of the concern, as found in Appendix C of the Safeguarding policy. Copies can be found throughout the campus, ask at reception if unsure of the location.

13.3 Take into account that a Prevent concern can be raised about any person, regardless of whether they are a child or an adult at risk.

13.4 The Prevent Lead will liaise with both the Strategic Safeguarding Lead and also the Local Authority Prevent team in order to ascertain whether a referral is needed to a Channel or another external agency. The turnaround time will be as identified in the Safeguarding policy, immediate response or within 24 hours of receiving the concern.

13.5 If it transpires that the concern was wrongly identified, and is in fact a welfare or Safeguarding concern, it will be dealt with in the appropriate manner.

13.6 If you are unsure if a concern can be classified as a Prevent concern, check with the Operational Safeguarding Lead regardless.

13.7 Notice, Check, Share should be fully utilised as covered in WRAP training.