PREVENT, DUTY AND CHANNEL REFERRAL PROCEDURE

GUIDANCE
Values | Vision | Tone of Voice

Values

Do the right thing

Learners are at the centre of everything we do

Continuous improvement

Innovation through collaboration

Developing and empowering staff
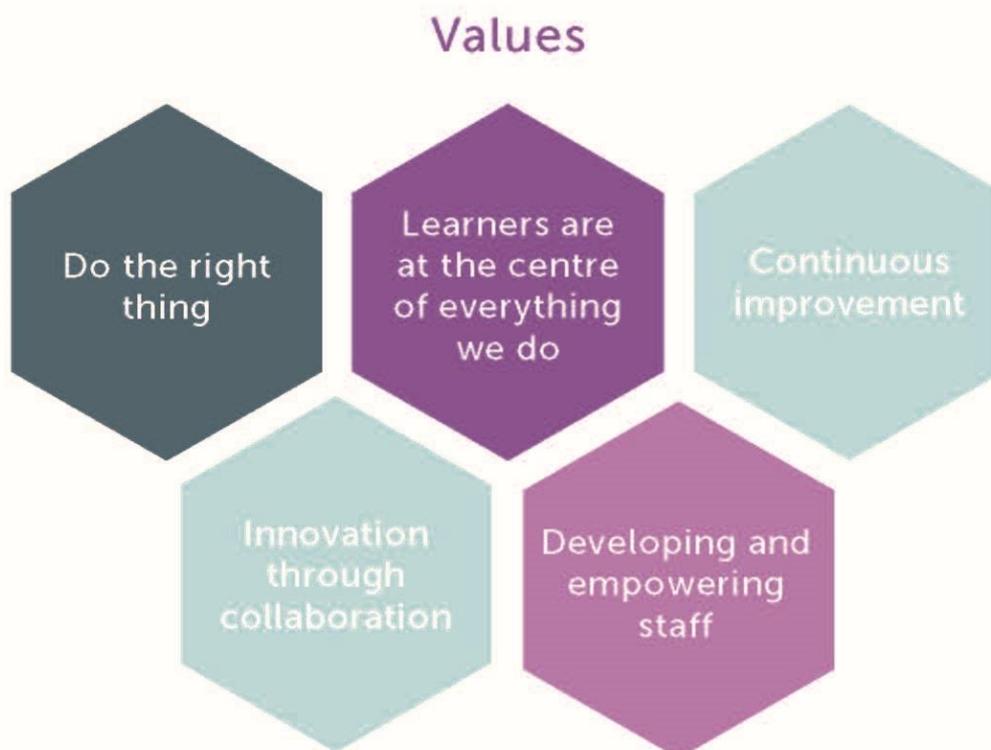
Vision

Transforming lives through learning

Tone of voice

Our tone of voice takes its direct influence from our core values.

We are passionate about people and learners and are driven to get the best out of everyone by getting to understand them. We are caring and supportive, as well as being determined and strive for growth. We talk with purpose and enthusiasm in a way that connects and empowers people.

Innovation is at the heart of Learning Curve Group and we're always thinking about what's next!

SUMMARY CHANGES

Date	Page	Details of amendments
Aug 2021	Whole document	Extracted information from our previous safeguarding policy to form a standalone procedure to streamline information and make them more user friendly

PROCEDURE

What does PREVENT do?
PREVENT responds to the ideological challenge we face from terrorism and aspects of extremism, and the threat we face from those who promote these views. It provides practical help to prevent people from being drawn into terrorism and ensure they are given appropriate advice and support. Works with a wide range of sectors (including education, criminal justice, faith, charities, online and health) where there are risks of radicalisation that we need to deal with.

PREVENT addresses all forms of terrorism but continues to ensure resources and effort are allocated based on threats to our national security. The Counter Terrorism and Security Act 2015 places a duty on certain bodies to have 'due regard to the need to prevent people from being drawn into terrorism'. The government have defined extremism in the PREVENT Strategy as vocal opposition to fundamental British Values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

How does Channel work?
Channel works in a similar way to existing safeguarding partnerships aimed at protecting vulnerable people. Channel is designed to work with individuals of any age, is shaped around the circumstance of everyone and can provide support for any form of radicalisation or personal vulnerabilities.

Each Channel panel is chaired by a local authority and brings together a range of multi-agency partners to collectively assess the risk and decide whether a support package is needed. The group may include statutory and non-statutory partners, as well as lead safeguarding professionals. If the group feels the person would be suitable for Channel, it will look to develop a package of support that is bespoke to the person. The partnership approach ensures that those with specific knowledge and expertise around the vulnerabilities of those at risk can work together to provide the best support. Useful links are below for more information:

https://www.gov.uk/government/organisations/national-counter-terrorism-security-office

www.counterterrorism.police.uk

What does Channel support look like?
Channel Interventions are delivered through local partners and specialist agencies. the support may focus on a person's vulnerabilities around health, education, employment, or housing, as well as specialist mentoring or faith guidance and broader diversionary activities such as sport. each support package Is tailored to the person and their circumstances. A person will always be Informed first if it is felt that they would benefit from Channel support. The process is voluntary, and their consent would be needed before taking part in the process. This process is managed carefully by the Channel Panel.

Who can make a referral?
Anyone can make a referral. Referrals come from a wide range of partners, including education, health, youth offending teams, police, and social services.

What happens with the referral?
Referrals are first screened for suitability through a preliminary assessment by the Channel Coordinator and the local authority. If suitable, the case is then discussed at a Channel panel of relevant partners to decide if support is necessary.

Raising a concern
If you believe that someone is vulnerable to being exploited or radicalised, please use the established safeguarding procedures to escalate your concerns to the DSPO, who can raise concerns to Channel if appropriate.

Monitoring
We use a specialist web filtering tool and use this to monitor and report any usual activity of learners and staff.

Channel Risk Assessment
Risk is a theme that runs through the entire Channel process, i.e., risk to the individual, risk to the public and risk to partners or organisations providing support to the individual, including any intervention providers. The panel is responsible for managing the risk in relation to the vulnerable individual. We have completed a Prevent Risk Assessment, and this can be viewed on request.

We will:
- Undertake risk assessments to address the physical management of our estate, including policies and procedures for events held by staff, learners or visitors, and relationships with external bodies and community groups who may use premises, and/or work in partnerships with the institution.
- Have clear and visible policies and procedures for managing whistleblowing and complaints.
- Have procedures in place to assess Subcontract Partners delivering courses to ensure that this does not lead to inadvertently funding extremist organisations.
- Consider notifying the Prevent coordinator and others as necessary and develop a Prevent action plan if a risk is identified

I. DEFINITIONS

Term	Explanation
Radicalisation	The process by which a person comes to support terrorism and forms of extremism.
Vulnerable individuals	in the context of radicalisation, a vulnerable individual is a person who because of unique circumstances, state of mind and life experiences can be led into some form of terrorist ideology. Specific background factors may contribute to vulnerability and susceptibility to radicalisation.
Extremism	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. The definition of extremism also includes calls for the death of members of our armed forces, whether in this country or overseas.
Ideology	A set of beliefs
Terrorism	An action that endangers or causes serious violence, damage, or disruption, is intended to influence the government, or intimidate the general public.

II. RELATED POLICIES

Safeguarding and Prevent Policy
Health and Safety Policy
Making a Safeguarding referral procedure
Guidance document for safeguarding abuse and threats

Appendix 1
Example of a completed 'Cause for Concern' Log

Part 1 (for use by staff to report the initial referral)

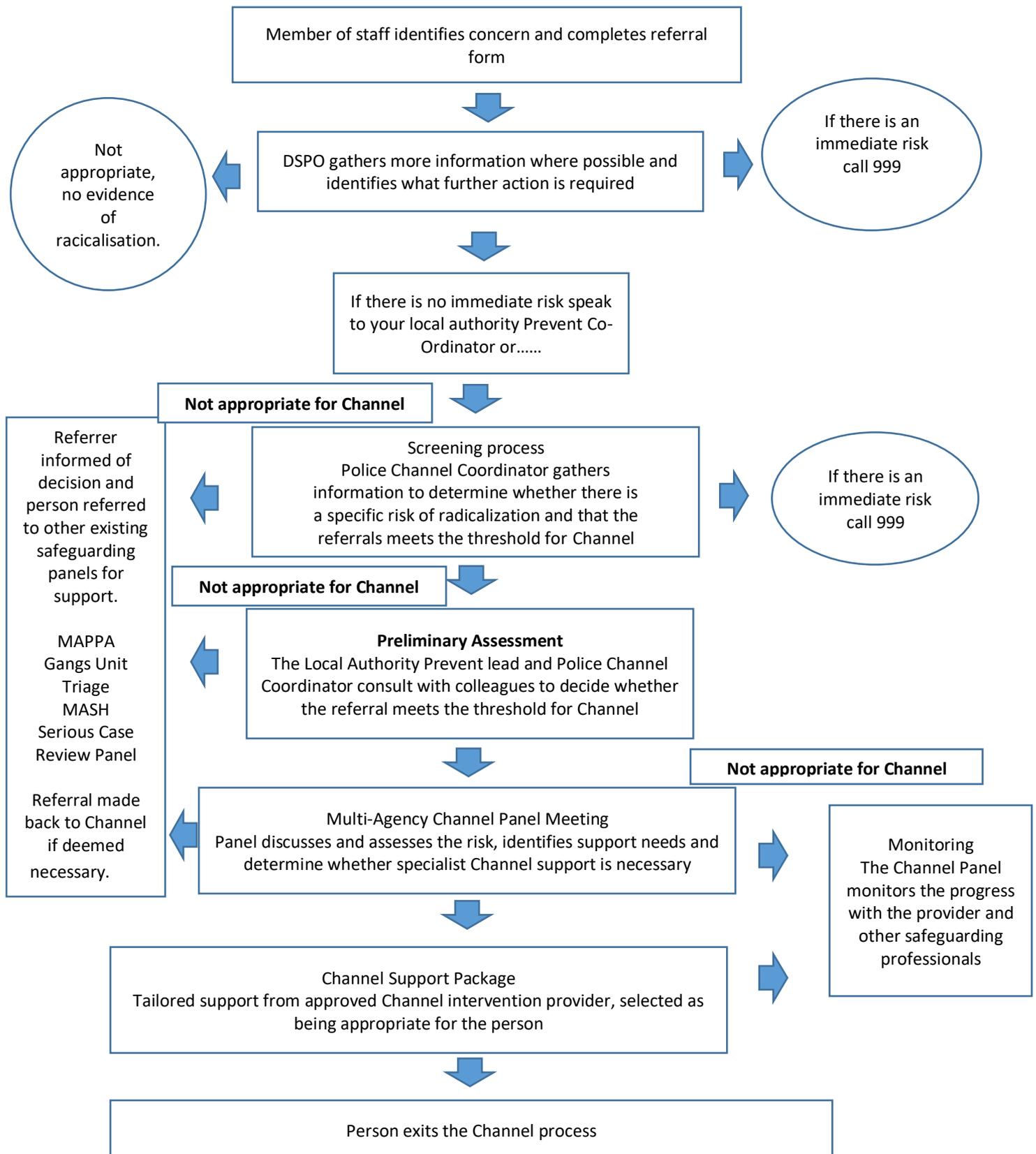| Person's Name: Mark Fletcher	Date of Birth: 15/05/1970 Group:
Date and Time of Incident: 12/11/2020	Date and Time (of writing): 13/11/2020
Name: James Smith Print Signature Job Title: Tutor	
Record the following factually: What are you worried about? Who? What (if recording a verbal disclosure by a person use their words)? Where? When (date and time of incident)? Any witnesses? Colin Jones, a learner on my course has come into the Academy this morning and started to talk to other students about ISIS and has been showing them website pages relating to the same group. Ben Slater (another learner on the same course) was spoken to by Colin and was asked if he wanted to come to a local meeting to look at how ISIS "actually work"	
What is the person's account/perspective? I have spoken to Colin Jones who denies speaking to any of the other learners however he openly admitted that he is attending local meetings to talk about ISIS and what they do at a local community hall in Manchester.	
Any other relevant information (distinguish between fact and opinion). Previous concerns etc. There have been no previous concerns with Colin however he doesn't seem to mix with anybody or talk about friends when in the Academy.	
Is the risk to this person or is the risk to another person? (Please give details). Both – the person is at risk of bringing others into the meetings and also seems to be integrated with the group already	
What needs to happen? Note actions, including names of anyone to whom your information was passed and when. Referral to the Channel Team Information provided to the safeguarding team –	

Check to make sure your report is clear to someone else reading it.
Please email this form to
keeplearnerssafe@learningcurvegroup.co.uk

Appendix 2
Process map for reporting a concern of a vulnerable individual

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┌─────────────────────────────────────────────┐
│ Member of staff identifies concern and        │
│ completes referral form                       │
└─────────────────────────────────────────────┘
                     │
                     ▼
  ┌──────────┐   ┌─────────────────────────────────┐   ┌──────────┐
  │ Not      │◄──│ DSPO gathers more information     │──►│ If there │
  │ appro-   │   │ where possible and identifies     │   │ is an    │
  │ priate,  │   │ what further action is required   │   │ immediate│
  │ no       │   └─────────────────────────────────┘   │ risk     │
  │ evidence │                 │                         │ call 999 │
  │ of       │                 ▼                         └──────────┘
  │ racic-   │   ┌─────────────────────────────────┐
  │ alisation│   │ If there is no immediate risk     │
  └──────────┘   │ speak to your local authority      │
                 │ Prevent Co-Ordinator or……          │
                 └─────────────────────────────────┘
                                 │
      **Not appropriate for Channel**      ▼
┌──────────┐   ┌─────────────────────────────────┐   ┌──────────┐
│ Referrer │◄──│ Screening process                 │──►│ If there │
│ informed │   │ Police Channel Coordinator gathers│   │ is an    │
│ of       │   │ information to determine whether   │   │ immediate│
│ decision │   │ there is a specific risk of        │   │ risk     │
│ and      │   │ radicalization and that the        │   │ call 999 │
│ person   │   │ referrals meets the threshold for  │   └──────────┘
│ referred │   │ Channel                            │
│ to other │   └─────────────────────────────────┘
│ existing │     **Not appropriate for Channel**    ▼
│ safe-    │   ┌─────────────────────────────────┐
│ guarding │◄──│ **Preliminary Assessment**          │
│ panels   │   │ The Local Authority Prevent lead   │
│ for      │   │ and Police Channel Coordinator      │
│ support. │   │ consult with colleagues to decide   │
│          │   │ whether the referral meets the      │
│ MAPPA    │   │ threshold for Channel               │
│ Gangs    │   └─────────────────────────────────┘
│ Unit     │                 │
│ Triage   │                 ▼     **Not appropriate for Channel**
│ MASH     │   ┌─────────────────────────────────┐   ┌──────────┐
│ Serious  │   │ Multi-Agency Channel Panel         │──►│ Monitoring│
│ Case     │◄──│ Meeting                            │   │ The       │
│ Review   │   │ Panel discusses and assesses the   │   │ Channel   │
│ Panel    │   │ risk, identifies support needs and │   │ Panel     │
│          │   │ determine whether specialist       │   │ monitors  │
│ Referral │   │ Channel support is necessary       │   │ the       │
│ made     │   └─────────────────────────────────┘   │ progress  │
│ back to  │                 │                         │ with the  │
│ Channel  │                 ▼                         │ provider  │
│ if       │   ┌─────────────────────────────────┐   │ and other │
│ deemed   │   │ Channel Support Package            │──►│ safe-     │
│ necessary│   │ Tailored support from approved     │   │ guarding  │
└──────────┘   │ Channel intervention provider,     │   │ profess-  │
               │ selected as being appropriate for  │   │ ionals    │
               │ the person                         │   └──────────┘
               └─────────────────────────────────┘
                                 │
                                 ▼
               ┌─────────────────────────────────┐
               │ Person exits the Channel process  │
               └─────────────────────────────────┘
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List of relevant Agencies and Contact Details

The below contacts are for use of the Designated Safeguarding and Prevent Officers. The DSPO will be responsible for contacting the Police Prevent Teams, who will assess whether the child or young person may be at risk of radicalization, and where relevant, the Police Prevent Team will refer them to the Local Authority Channel Panel.

General Numbers
The police non-emergency number: 101
Crimestoppers 0800 555 111
Anti-Terrorism Hotline 0800 789 321

Head Office
Durham Police Prevent Team Telephone:0191 3752234 Email: HQspecialbranch@durham.pnn.police.uk

West Yorkshire (Leeds and Wakefield)
PREVENT Engagement: PC Cockcroft Officers: David.cockcroft@west yorkshirepolice.pnn.police.uk
West Yorkshire Police: 07515 200 472 PC Donna McDougal E-mail: Donnamcdougal@westyorkshire.pnn.police.uk Telephone: 01484 436 794 07595 011 780 PC Tim Hayes Email: Timothy.hayes@westyorkshire.pnn.police.uk Telephone: 07921 882 690 PC Mo Aziz Email: Mohammed.aziz@westyorkshire.pnn.police.uk Telephone: 07595 007 119
PREVENT Answerphone: 01924 431 154 Channel Coordinator: DC Fran Ruttledge
Counter Terrorism Unit (CTU) Email: frances.ruttledge@westyorkshire.pnn.police.uk Telephone: 07595 006 652
Counter Terrorism Awareness Advisor: Marcus.mccormack@westyorkshire.pnn.police.uk Community Contact Officer: Counter Terrorism Unit (CTU) Email: Thomas.garnett@westyorkshire.pnn.police.uk Telephone: 07515 200 472

Hartlepool
Local authority Prevent Contacts Hartlepool: Clare Clark 01429 523100 clare.clark@hartlepool.gov.uk Ken Bennett 01429 523100 ken.bennett@hartlepool.gov.uk

Ripley
Prevent Contact for Ripley Sam Slack- East Midlands Regional Prevent Coordinator HE/FE (G7)sam.slack@education.gov.uk 07384452156 Ripley Police – 101 Ripley Police Prevent Team - 03001228694

Middlesbrough
PREVENT contact details

The contact for Redcar and Cleveland for PREVENT / Channel is the police 101 number, who put you through.
The safeguarding contact for Redcar and Cleveland is the "First Contact Team" on 01642 77150

Sunderland
PREVENT contact details The PREVENT Team are based in Special Branch. Email: specialbranch@nothumbria.pnn.police.uk and use the words "Prevent Referral" in the subject field or in the body of the email.

FE / HE Regional Prevent Coordinators

West Midlands Hifsa Haroon-Iqbal h.h.iqbal@staffs.ac.uk 0121 3033642	North East Christopher Sybenga chris.sybenga@education.gov.uk 07384456640	South West Salam Arabi-Katbi Salam.katbi@avonandsomerset.pnn.police.uk 0117 945533	
South East Alamgir Sheriyar Alamgir.SHERIYAR@education.gov.uk Jo Ferris jo.ferris@thamesvalley.pnn.police.uk	East Midlands Sam Slack Sam.slack@derby.gov.uk 01332 643054	East of England Peter Martin Peter.martin@luton.gcsx.gov.uk 01582 546231 07860 593 636	

Appendix 3
Further Reading and Helplines

Legislation and Guidance

- Counter Terrorism and Border security Act 2019

- Contest 2018
- Work-based learners and Prevent Statutory Duty guidance for providers 2018. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/744673/Work_Based_Learners_Guidance.pdf
- Equality Act 2010
- Prevent Duty 2019 update

Work base leaners and the Prevent Strategy:
https://www.gov.uk/government/publications/work-based-learners-and-the-prevent-statutory-duty

Safeguarding Vulnerable Adults:
https://www.gov.uk/government/publications/safeguarding-policy-protecting-vulnerable-adults

Teaching online safety in schools:
https://www.gov.uk/government/publications/teaching-online-safety-in-schools

Channel guidance:
https://www.gov.uk/government/publications/channel-guidance

Prevent Duty guidance:
https://www.gov.uk/government/publications/Prevent-duty-guidance