



# Prevent Duty Policy



## Introduction

1. The [Counter Terrorism and Security Act 2015](#) places a duty on all universities as relevant higher education bodies (RHEB) to have due regard to the need to prevent people from being drawn into terrorism. The University of Law's Prevent Policy has been informed by the [Government's Prevent Duty Guidance for Higher Education Institutions in England and Wales](#). The purpose of this policy is to describe the University's contribution to the multi-agency Prevent agenda and defines the University's



## Definitions

4. People are defined as staff, students and visitors. For the purposes of this policy:
  - 4.1. a student is defined as anyone who has accepted a place at the University, is currently studying at the University or who has completed their period of study but has outstanding assessments.
  - 4.2. a member of staff is defined as anyone who has accepted an offer of employment, or who is currently employed.
  - 4.3. visitors is





17. The University provides prayer/quiet reflection space for students and liaises with local faith groups to provide sufficient chaplaincy support for students.

### **Information Sharing**

18. In reaching a decision to share any information with third parties in implementing this policy the University will adhere to its Privacy Policy and the Data Protection principles contained therein.
19. In following the referral process outlined in Appendix A there may be instances where the University is sufficiently concerned by a person's behaviour and the risk, they potentially pose that it will need to share these concerns with external agencies.
20. In sharing such information with external parties, the University will share only sufficient and relevant information in order to allow the concern to be appropriately followed up.
21. The University will keep confidential records of the information shared. These will be kept in accordance with the Data Retention Policy.

### **Responsibility for the provision**

22. Responsibility for the review and oversight of this policy lies with the Designated Safeguarding Lead.

### **Monitoring and evaluation of the provision**

23. Formal responsibility for monitoring and evaluation of this provision lies with the Academic Board.

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## Appendix A Referral Process

1. Any person may identify concerns about an individual potentially being drawn into violent extremism based on information received or behaviour observed.
  - 1.1. It is important that such concerns can be shared in a safe and supportive fashion to enable concerns to be investigated and an appropriate intervention to be developed, if required.
  - 1.2. It is equally important that assumptions are not made on the basis of information received and that referrals are investigated thoroughly and fairly. The University will seek to approach such concerns from the perspective of safeguarding the individual about whom concerns have been expressed.
2. Only where there is clear and compelling evidence of a requirement to do so will information be shared with other agencies.
3. Where a person has concerns that an individual is expressing violent extremist views or is at risk of being radicalised, these concerns should be passed to the campus Safeguarding Officer (SO) or Deputy Safeguarding Officer (DSO).
4. The SO or DSO will inform the Campus Dean and the Campus HR Business Partner where the concerns relate to a member of staff. The SO or DSO will investigate the referral, with the assistance of the HR Business Partner where relevant and present a report to the Campus Dean.
5. Where the Campus Dean considers that the matter should be escalated, they will refer the matter to the Designated Safeguarding Lead (DSL).
6. Upon receipt of a referral from a Campus the DSL will convene the University Prevent Panel which will consist of:
  - 6.1. DSL
  - 6.2. Director of Legal Services
  - 6.3. The Campus Dean
7. The University Prevent Panel will make a decision as to the seriousness of the case. Three potential outcomes are likely at this stage:
  - 7.1. No further action under the protocol is required.



7.2. There is substance to the case but at this stage the concerns are not deemed to be serious and internal action only is required. The exact nature of the intervention required would be determined by discussion between relevant staff members. Actions and a review date will be agreed. At the review the case would be assessed again and the appropriate actions taken (as per 8.1 to 8.3).

7.3. The panel considers that the concerns are serious and referral to an external agency is appropriate.

8. Where a decision to refer has been taken



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### Appendix C Referral Form

Date of Referral	
Forename(s)	
Surname	
Date of Birth	
Nationality	
Immigration status	

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**Describe concerns in as much detail as possible**

**FOR EXAMPLE:**

- < How / why did the Individual come to your notice?
- < Does it involve a specific event? What happened? Is it a combination of factors? Describe them.
- < Has the Individual expressed a desire to cause physical harm, or threatened anyone with violence? Who? When?
- < Has the Individual expressed extremist views or shown a concerning interest in hate crimes, or extremists, or terrorism, or conspiracy theories? Consider *any* extremist ideology.
- < Is there something