



Prevent Policy

Rev	Date	Purpose of Issue / Description of Change	Equality Impact Assessment Completed
1.	1 st February 2016	Initial approval	11 th February 2016
2.	30 th January, 2017	Review and approval	
3.	August 2017 and September 2018	Minor amendments	

Policy Officer	Senior Responsible Officer	Approved By	Date
Head of Governance and Compliance	University Secretary	Compliance Task Group	30 th January, 2017

This Policy will be reviewed in 3 years

Prevent Policy

Bangor University aims to provide an environment which respects and values the positive contribution of all its members so enabling them to achieve their full potential and to gain benefit and enjoyment from their involvement in the life of the University. These values are also enshrined in the University's Strategic Plan.

To achieve this aim the University acknowledges the following basic rights for all its members and prospective members:

- To be treated with dignity and respect
- To be treated fairly
- To receive encouragement to reach their full potential

1. Introduction

[a] The Counter-Terrorism and Security Act 2015 / The Prevent Strategy

The Prevent Strategy was published by the Government in 2011 and is part of the overall counter-terrorism strategy known as CONTEST. The aim of the Prevent strategy is to reduce the threat to the UK from terrorism by preventing people becoming terrorists, or supporting terrorist activity.

The Counter-Terrorism and Security Act 2015 ("the Act") enshrined the requirement outlined above as the need to "prevent people from being drawn into terrorism". The Act places a duty on specified authorities (including Universities) to have "due regard to the need to prevent people from being drawn into terrorism."

[b] Context

This Policy outlines Bangor University's approach to ensuring compliance with the requirements of the Act and the Prevent Duty, and its contribution to any multi-agency response to concerns raised.

2. Scope

This Policy applies to all individuals who come into contact with Bangor University, including but not limited to Bangor University students, staff, visiting speakers, honorary positions and directors, as well as all Bangor Students' Union clubs, societies, course representatives, volunteers, sabbatical officers and Council Members.

3. Approach

As part of its responsibilities Bangor University will carry out a risk assessment which is proportionate to the size, complexity and cultural setting of the institution. The risk assessment will ensure that appropriate policies and procedures are in place to help identify and support individuals who may be vulnerable and also to provide clear management oversight of the requirements. The risk assessment will be regularly reviewed and, where necessary, updated.

[a] Identification and Support

Bangor University seeks to identify vulnerable individuals within its community at an early stage, be they a member of staff or a student, and ensure they are given appropriate support and welfare provisions. The University's responsibilities under the Act will be managed initially through existing safeguarding arrangements as outlined in the flowchart in Appendix 1 to this Policy.

[b] Referral

Any member of staff, or student may identify concerns about other members of staff or students who are vulnerable to the risk of being drawn into violent extremism, based on information they have received or behaviour they or another individual have observed.

The University believes that it is important for those concerns to be shared in a safe and supportive environment, where appropriate intervention can be offered, if required.

There are many ways in which a member of staff or student can refer concerns that they have regarding an individual. It is suggested that, unless there is a direct threat (to life or of harm) concerns should, initially, be directed towards appropriate internal safeguarding and welfare provisions either within Human Resources or Student Services.

Where existing safeguarding and welfare provisions have been offered, and a concern remains regarding an individual, or where the concern is so great as to warrant immediate external referral the following procedure will apply:-

- i. The concern should be raised initially with an appropriate member of staff within the individual's School or Department e.g. Head of School, line manager, senior tutor etc. who should discuss the issue with the individual reporting the concern. The member of staff receiving the concern will, in turn, inform the University Prevent Coordinator¹ or in their absence the Deputy Prevent Coordinator².

¹ Head of Governance and Compliance

² Deputy Director HR (Operations)

The University Prevent Coordinator will discuss the concern with the reporting member of staff, and will then convene the Referral Panel as outlined in Appendix 1 below.

- ii. The Referral Panel will consider all available options and will come to a decision as to whether the individual is referred to the Channel Process (facilitated by North Wales Police and the relevant Local Authority) or is referred for further institutional safeguarding / welfare support.
- iii. The University Prevent Coordinator will make the referral to the appropriate statutory agency.
- iv. The University Prevent Coordinator will represent the University at multi-agency meetings / Channel Panel meetings in relation to the referral.
- v. Out of Hours referral: a concern which needs to be raised out of normal office hours should be raised in the first instance with the University's security section who are available 24 hours a day 365 days a year on (01248) 382795. The security section should then raise the concern with the University's Prevent Coordinator.

If there is an immediate concern of danger to life or harm the correct referral process is to call 999 and then inform the University Prevent Coordinator at the earliest opportunity.

4. Information Sharing

In following the procedure outlined in Section 3[b] above, and also in Appendix 1 there may be instances where the University is suitably concerned for a person's welfare to share these concerns with external agencies. This may include referral to the *Channel* process, and / or referral to North Wales Police (under the terms of its Information Sharing Agreement).

In reaching a decision to share any information with third parties (as per Section 3[b] above) the University will adhere to its Data Protection Policy, the Data Protection Act 2018, and the principles contained therein. Confidential records of the information shared will be kept by the University's Prevent Coordinator within the Governance and Compliance Office, in accordance with the requirements of the Data Protection Act 2018.

Requests from the Police / security services regarding individuals at Bangor University are handled by the Head of Governance and Compliance in accordance with current legislative requirements and the policies of the University.

In all cases necessity, proportionality and wherever possible the consent of the individual will be key to determining whether information will be shared.

5. Training

The University will ensure that appropriate training and awareness is offered to staff at all levels of the University, and in particular it is suggested that members of staff within the following services will require Prevent duty awareness training:-

- Governance and Compliance Office;
- Human Resources;
- The International Education Centre;
- Student Services, and in particular mental health advisors and counsellors;
- Property and Campus Services, and in particular the security section;
- Commercial Services (and in particular senior and student wardens, conferencing and room bookings)
- Senior Tutors and personal tutors;
- Academic school administrators.

All other members of staff both within professional services and academic schools should also be made aware of the Prevent Duty and the referral mechanism for raising concerns.

6. Security Sensitive Research Material

Following the publication of the UUK document “Oversight of Security Sensitive Research Material” (UUK 2012) the University has established a *Procedure for Approval and Registration of Sensitive Research Projects* for capturing and holding details of research which is either [a] security sensitive or [b] has the potential to compromise the reputation of the University.

This process is overseen by the University Ethics Committee and managed on a day to day basis by the Head of Governance and Compliance.

7. Links with other Policies and Procedures

This policy is closely linked to other University Policy and Procedures. In particular:

- The *Code of Practice on Freedom of Speech* which includes a process for approving external speakers. The *Freedom of Speech Oversight Group* will manage the requirements of the Code of Practice and will also oversee the management of the University’s faith rooms.
- The *Acceptable Use Regulations* which includes reference to the requirements of the Counter-Terrorism and Security Act 2015.

- The *Safeguarding Policy* which outlines the University's procedures when dealing with safeguarding issues.

8. Complaints

The Head of Governance and Compliance will coordinate any complaints received in respect of this policy.

- The complaint should be addressed to the Head of Governance and Compliance in the first instance. The complaint will be acknowledged immediately and every effort will be made to offer a more comprehensive reply within 21 days.
- If the applicant is not satisfied with the reply then they should inform the Head of Governance and Compliance within 21 days. The complaint will then be forwarded to the University Secretary and will be dealt with in accordance with the University's Staff & General Complaints Procedure or the University's Student Complaints Procedure as appropriate.

For Prevent compliance-related complaints only, if applicants are dissatisfied with the outcome of the Complaints Procedure they may contact the Higher Education Funding Council for Wales (HEFCW) who have been delegated responsibility by the Home Secretary to monitor compliance of the Prevent duty for relevant higher education providers in Wales:

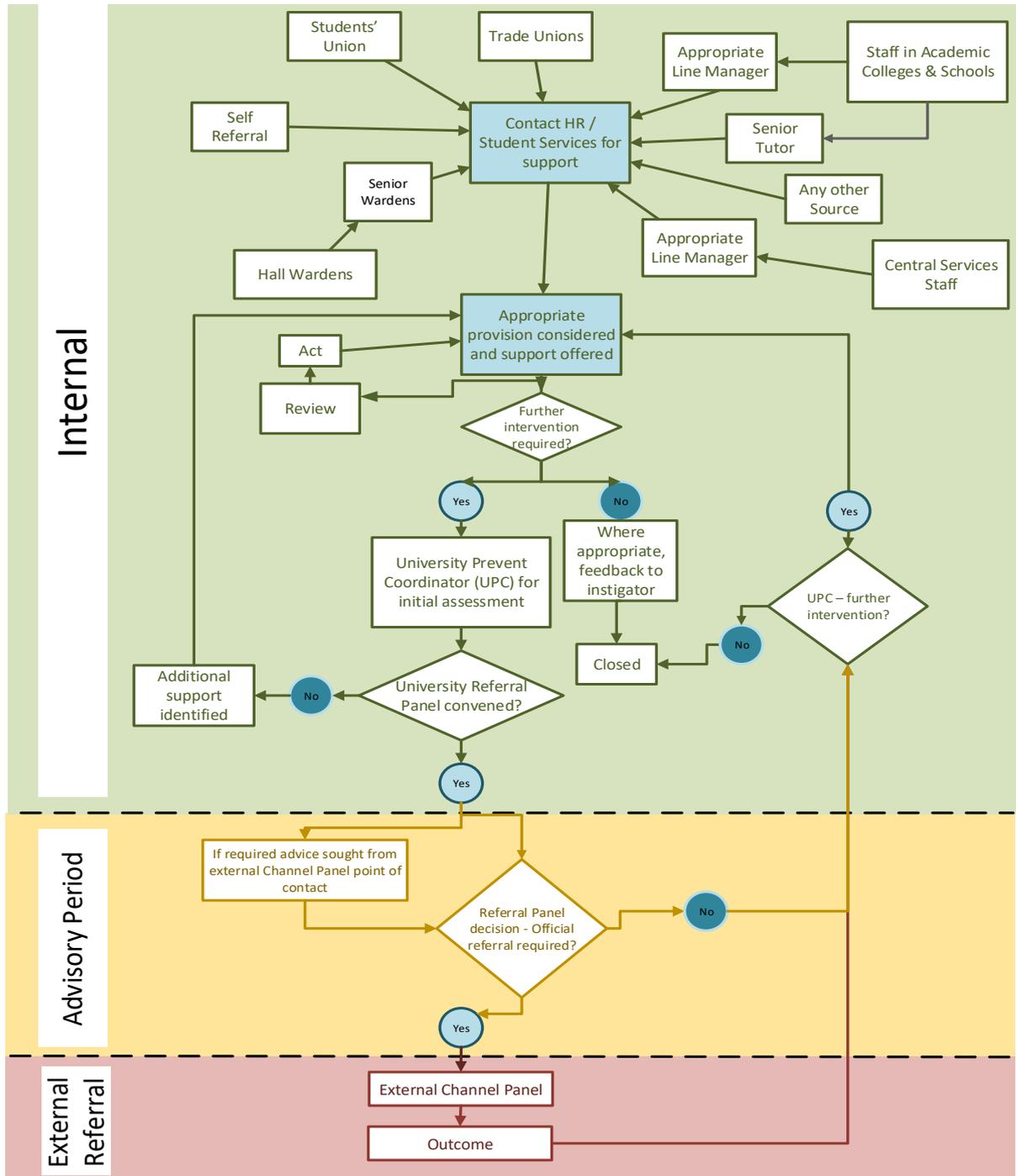
Higher Education Funding Council for Wales
Tŷ Afon
Bedwas Road
Bedwas
Caerphilly
CF83 8WT

Tel: 029 2085 9696

Web: www.hefcw.ac.uk

Email: complaints@hefcw.ac.uk

Information Sharing Procedure: Vulnerable Student or Member of Staff



Appendix 2

Bangor University Prevent Duty Referral Panel

Core Membership

University Secretary (Chair)
Director of Human Resources
Pro Vice-Chancellor (Students)
University Prevent Coordinator

In addition one or more of the following should be invited

Student Referral

Director of Student Services
Director, Students' Union
President, Students' Union

Staff Referral

Deputy Director Human Resources Operations (Deputy Prevent Coordinator)

Terms of Reference

1. The Prevent Duty Referral Panel ("the Panel") will be convened by the University Prevent Coordinator in response to a concern raised in relation to an individual who may be at risk of being drawn into violent extremism.
2. The Panel will consist of the individuals mentioned above (as appropriate), but the Chair may request other relevant members of staff attend the meeting, as appropriate, to offer further information and / or advice.
3. The Panel will be convened on a case by case basis and will make a decision as to whether an individual case is referred to an external agency for further support, to the Channel Panel process, or is referred back to existing welfare and safeguarding provisions within the University.
4. Anonymised reports of the Panel's meetings will be provided to the Compliance Task Group, for monitoring purposes, at its next meeting.