

Prevent Duty Guidelines

Purpose

The Counter-Terrorism and Security Act was passed by parliament in February 2015 and came into force for the higher education sector in September 2015. The Act consists of four elements designed to manage the terrorist risk to the United Kingdom. The four elements are:

Pursue – Prevent – Protect – Prepare

Our sector is subject to the **Prevent** element of the Act and as such have a legal duty to have “due regard to the need to prevent people from being drawn into terrorism”¹. Other specified authorities covered by the Prevent Duty include the NHS and public services.

The key objectives of the Prevent Duty are as follows:

- Respond to the ideological challenge of terrorism and the threat we face from those who promote it
- Prevent people from being drawn into terrorism and give them advice and support
- Work with sectors and institutions where there are risks of radicalisation that we need to address

Prevent Duty and Terrorism

The Prevent Duty is intended to deal with all forms of terrorism, of which the nature and severity of threat varies over time. The Prevent Duty guidance describes the current most significant threats to national security but also identifies others.

The definition of terrorism from the Terrorism Act 2000 is as follows:

- use or threat of violent action
- designed to influence the government or intimidate the public or a section of the public
- made for the purpose of advancing a political, religious, racial or ideological cause

Prevent Duty and Extremism

The Prevent strategy is designed to prevent people from being drawn into terrorism and as such is predominantly concerned with the pre-criminal sphere (ie. extremist beliefs or actions that occur prior to a crime being committed but that may still be a cause for concern).

The Prevent strategy is therefore concerned not just with violent terrorism and extremism but also with non-violent extremism, defined as being:

“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”²

The journey into non-violent extremism is characterised as radicalisation. Radicalisation is a process rather than a one-off event and in the context of the Prevent Duty, radicalisation is the process by which influences are exerted that cause a person to become vulnerable to being drawn into terrorism.

¹ Section 26, The Counter-Terrorism and Security Act 2015

² Prevent duty guidance, March 2016 (<https://www.gov.uk/government/publications/prevent-duty-guidance>)

The premise underpinning the Prevent Duty is that people at risk of being radicalised can sometimes be identified and provided with support. In this context, the Prevent Duty is a safeguarding and student welfare issue.

The role of employees

The Prevent Duty is predominantly concerned with trying to protect potentially vulnerable people from being radicalised and/or being drawn into terrorism.

Employees of The London Institute of Banking & Finance have a duty to safeguard the students who study with us and visitors to our premises. The Prevent Duty has been embedded into our pre-existing safeguarding policies and procedures and to this end all employees are encouraged to familiarise themselves with the [Safeguarding Policy](#). The Safeguarding Policy sets out how to deal with the immediate aftermath of any incidents that crop up as well as our responsibilities as employees working with potentially vulnerable students and young people. The most important aspect of safeguarding is reporting concerns – we ask that you put your concern in writing on the Safeguarding Form (this can be found within the Safeguarding Policy) and send the form to the Designated Safeguarding Lead: Sandra Edwards, email: sedwards@libf.ac.uk as soon after an incident as possible. It is not your role to investigate.

Implementing the Prevent Duty

Responsibility for implementing the Prevent Duty ultimately sits with the governing body or proprietor. The following actions have been taken to implement the Prevent Duty across the organisation:

- Policies and procedures
 - Several policies have been updated to include reference to the Prevent Duty.
 - IT policies have been closely looked at to ensure our systems and procedures are robust to prevent and deal with unlawful use.
 - A Freedom of Speech and External Speakers policy is in place to ensure all events and speakers are thoroughly risk assessed
- Risk assessment and Action Plan
 - An annual risk assessment and action plan responding to those risks identified is undertaken.
- Single Point of Contact
 - A Single Point of Contact (SPOC) to act as our representative on Prevent matters to external bodies has been appointed. Our SPOC is Hema Tank, Managing Director, Higher Education.
- Engaging students
 - The Prevent Duty is regularly discussed with Student Representatives who are encouraged to disseminate the information to the student body and feedback any queries or concerns.
- Training
 - The Government has produced an e-learning package to support institutions in training staff. The introductory training takes approximately 45 minutes to complete and comprises a mix of videos and screen-based exercises.

The e-learning package is mandatory for all student-facing staff. On completion, a copy of the 'Certificate of Completion' should be sent to: sedwards@libf.ac.uk. However, we strongly encourage all staff to complete the e-learning package to aid their understanding of the Prevent agenda. The training can be accessed by clicking on the following link:

www.elearning.prevent.homeoffice.gov.uk

- Academic and professional staff receives Prevent awareness training at our annual Higher Education Conference.
- Ongoing employee training and engagement with the Prevent Duty is undertaken as an annual task via Cascade.

Monitoring requirements

The Office for Students has been appointed as the Prevent Duty monitoring body for the higher education sector. Each year we are required to submit a declaration, an accountability statement and a data return covering welfare, external speakers and events, and staff training.

Further information

Any queries relating to the Prevent Duty should be directed to Sandra Edwards, Head of HE Programmes.

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