Quality Procedures and Policies	HS-023	Issue Number	15
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Prevention of Extremism and Radicalisation		Originator	Peter Hurlstone
		Amended by	Peter Hurlstone
		Approved by	Peter Hurlstone

1. Introduction
SETA is committed to providing a secure environment for students, where they feel safe and are kept safe. All staff at SETA recognise that safeguarding is everyone's responsibility, irrespective of the role they undertake or whether their role has direct contact or responsibility for students or not.

Part 5 of the Counter-Terrorism and Security Act 2015 places a duty on further education establishments to have 'due regard to the need to prevent people from being drawn into terrorism'.

Preventing Extremism and Radicalisation is one element within our SETA arrangements to safeguard and promote the welfare of all students in line with our statutory duties. This policy also draws upon the Government's 'Prevent' agenda, the associated Counter-Terrorism Strategy (CONTEST) 2018 and DfE Guidance 'Keeping children safe in education - Statutory guidance for schools and colleges' 2019.

2. SETA Ethos, Practice and British Values
When operating this policy, SETA uses the following accepted Governmental definition of extremism which is: *'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; and/or calls for the death of members of our armed forces, whether in this country or overseas'.*

Extremists of all persuasions aim to develop destructive relationships between different communities by promoting division, fear and mistrust of others based on ignorance or prejudice and thereby limiting the life chances of young people. Education is a powerful weapon against this; equipping young people with the knowledge, skills, behaviors and critical thinking, to challenge and debate in an informed way.

SETA does not and will not tolerate extremist views of any kind whether from internal sources; learners, staff or Trustee's, or external sources; SETA community, external agencies or individuals. Students see SETA as a safe place where they can explore controversial issues safely and where our staff members encourage and facilitate this. We have a duty to ensure this happens.

At SETA, we recognise that extremism and exposure to extremist materials and influences can lead to poor outcomes for students and so should be addressed as a safeguarding concern as set out in this policy. We also recognise that if we fail to challenge extremist views we are failing to protect our students.

Therefore, at SETA we will provide a broad and balanced tutorial programme, delivered by skilled professionals, so that our students understand and become tolerant of difference and diversity. It is SETA's aim to take all necessary measures to involve Professionals sourced from outside agencies to assist with the delivery of training helping ensure all learners and staff feel valued and not marginalized.

Any prejudice, discrimination or extremist views, including derogatory language, displayed by students or staff will always be challenged and where appropriate dealt with in accordance with our Disciplinary Policy.

As part of wider safeguarding responsibilities, SETA staff will be alert to:

- *The importance of promoting British Values through both the curriculum and as part of the Personal Development, Behavior and welfare strategy.*
- *Disclosures by students, of their exposure to the extremist actions, views or materials of others outside, such as in their homes or community groups, especially where students have not actively sought these out.*
- *Graffiti symbols, writing or art work promoting extremist messages or images*
- *Students accessing extremist material online, including through social networking sites*
- *Parental reports of changes in behavior, friendship or actions and requests for assistance*
- *Partner colleges, local authority services, and police reports of issues affecting students in other colleges or settings*
- *Students voicing opinions drawn from extremist ideologies and narratives*
- *Use of extremist or 'hate' terms to exclude others or incite violence*
- *Intolerance of difference, whether secular or religious or, in line with our Equalities Policy, views based on, but not exclusive to, gender, disability, homophobia, race, colour or culture*
- *Attempts to impose extremist views or practices on others*
- *Anti-Western or Anti-British views*

SETA will closely follow any locally agreed procedure as set out by the Local Authority and/or Hampshire/Southampton Safeguarding Children's Board's agreed processes and criteria for safeguarding individuals vulnerable to extremism and Radicalisation. We will actively engage with Hampshire Police, Regional Further Education Prevent Coordinators and the DfE.

We will pay particular attention to guest speakers and events and ensure that materials and resources do not encourage or promote Radicalisation or extremism.

We will help support students who may be vulnerable to such influences as part of our wider safeguarding responsibilities and where we believe a student is being directly affected by extremist materials or influences we will ensure that the student is offered mentoring. Additionally, in such instances SETA will seek external support from the Local Authority and/or local partnership structures working to prevent extremism.

We will teach the British Values ethos to all our learners and staff during inductions, and at various sessions throughout the academic year.

By delivering a broad and balanced tutorial programme, augmented by the use of external sources where appropriate, we will strive to ensure our students recognise risk and build resilience to manage any such risk themselves where appropriate to their age and ability but also to help them develop the critical thinking skills needed to engage in informed debate.

A poster promoting British Values **(Please See Annex A)** will be on display in all classrooms and various other notice boards.

3. Best Practice

SETA Training

SETA regularly carries out inset days where all staff undergo training delivered by the Safeguarding team including the 'Prevent' strategy, with a particular focus on the susceptibilities and influencing factors which lead a young person to have extremist views. This aims to instill understanding regarding their duties to raising concerns and how young people can be further supported and keep up to date on topics concerning to this.

All learners undergo a one day induction when they first start their Apprenticeship training, which includes delivery of a 1 hour session regarding Prevent.

All staff and Apprentices wear a small card containing this information, on the reverse of their identification badge on their lanyard **(Please See Annex B)**.

HM Government Delivered Training

All Staff, Learners and Employers have the opportunity to engage in various training throughout the year, via HM Government assisted or delivered courses, as follows.

Regional further education (FE) and higher education (HE) Prevent co-ordinators

Training is delivered by the 'Prevent Regional HE/FE Co-ordinator' for the South East of England, on behalf of the Department for Education (DFE), typically via bi-annual sessions or forums, approximately 2 hours each in length.. The training covers some of the following points:

- *Safeguarding – purpose*
- *Legal duties and responsibilities*
- *Our approach at SETA*
- *Case studies*
- *Referrals and support organisations*
- *Extremism, radicalisation, terrorism (PREVENT)*
- *Recommended training*

Prevent duty training - Learn how to support people vulnerable to radicalisation Course 1 – Awareness

https://www.support-people-vulnerable-to-radicalisation.service.gov.uk/onboarding/awareness-course/country

This is an on-line course delivered annually, typically towards the start of the academic year, which aims to support initiatives already taken by SETA to engage with prevent initiatives. Upon completion, individuals undertaking the training are presented with an official and printable certificate.

Action Counters Terrorism (ACT)

https://ct.protectuk.police.uk/sia

This on-line course delivered annually, typically towards the start of the academic year, aims to give individuals information such as how to recognise suspicious behaviour and what action to take in order to keep safe. Upon completion, individuals undertaking the training are presented with an official and printable certificate.

Networking and Updates to Information

The Safeguarding team members regularly attend AELP Meetings and subscribe to the Department for Education's FE/HE Prevent newsletters for the Southeast. All the latest information gathered from these meetings and documents are communicated to staff at SETA for their perusal and education.

Counter Terrorism Local Profile (CTLP)

SETA takes part in the CTLP data collection questionnaire each year, which the Designated Safeguard Lead (DSL), and Deputy Designated Safeguard Lead (DDSL) completes on behalf of SETA each December. The results are distributed to staff once received, usually in April of the following year. This feeds into the latest edition of the 'Regional Overview for Frontline Officers and Staff' document, which identifies risk in the counter terrorism local profiles, and is communicated to staff for their information as and when it is received.

Incels (Involuntary Celibate Movement)

The Safeguarding team members brief SETA staff on 'Incels' to make them familiar with the narrative, as this is something that is recognised as becoming more prevalent.

Training Record Keeping

All training events are logged in a training register **(Please See STF-013 - Staff Training and CPD, Annex A - Training Register)**.

Information and Promotion of Prevent

The Counter Terrorism Policing 'Run, Hide, Tell' Poster **(Please See Annex C)**, the United Kingdom's Government Prevent Poster **(Please See Annex D)** will be posted up in all Classrooms and at various points around both buildings.

4P Strategy

SETA recognises and promotes the 4P strategy as set out by the BHM Government's CONTEST strategy as follows:

- **Prevent** *to stop people becoming terrorists or supporting terrorism*
  We will build resilience amongst children and young people to prevent vulnerabilities from escalating in to exploitations
- **Pursue** *to stop terrorist attacks*
  We will work together to progress enforcement actions to disrupt perpetrators of exploitation and violence
- **Protect** *to strengthen protection against a terrorist attack*
  We will protect young people and the wider community from the harm of exploitation, violence and abuse and provide Individualised support based on in-depth need assessments
- **Prepare** *to mitigate the impact of a terrorist attack*
  We will identify young people at risk of child sexual exploitation and/or radicalisation and divert them from harmful situations

Please see section **12. Training (including Prevent)** in '**HS-011 – Safeguarding**' for a full list of training SETA carries out regarding Prevent and Safeguarding.

4. Raising Concerns and Referrals

Where there are concerns of extremism or Radicalisation, students and staff will be encouraged to discuss them with a member of the designated Safeguarding team in either one of the following ways:

- *In person, offering a fully face to face experience*
- *Sending a Text message to the Safeguarding phone*
- *Calling the Safeguarding phone*
- *Sending an e-mail to the Safeguarding address*
- *Using the MyVoice online portal*

The concern will then be picked up immediately by either the member of the team in possession of the Safeguarding phone or by another member of the team via e-mail and will be subsequently investigated after notifying the DSL and or DDSL. The document 'Prevent National Referral Form' provided by the Department for Education **(Please See Annex E)** will be completed by the DSL and/or DDSL and sent to the Department for Education's Prevent Regional HE/FE Coordinator for the Southeast of England. This procedure for reporting and referring safeguarding concerns will apply, unless the threat is immediate and life threatening in which case the police will be contacted.

SETA will act according to the HM Government's 'Making a referral to Prevent' guidance and in accordance with regional advice for Hampshire County Council.

Learners are also encouraged to seek assistance from their Tutor or Assessor, where they can either make a referral to the Safeguard team on their behalf or through the 'Cause for Concern' process.

5. Lockdown

SETA has a lockdown alarm system, which can be deployed in the event of a terrorist attack or similar situation. Please refer to **HS-008 - Building Evacuation, Section 6 and Annex K** for the procedure.

6. Role of SETA Trustee's
The Trustees of SETA will undertake appropriate training to ensure that they are clear about their role and the parameters of their responsibilities as Trustees, including their statutory safeguarding duties. The Trustees of SETA will support the ethos and values of SETA and will support SETA in tackling extremism and Radicalisation.

7. Prevent Duty Risk Assessment and Action Plan
SETA has a 'rolling' Prevent Risk Register and Action Plan which is updated by the DSL and DDSL and monitored by the Chief Executive Officer (CEO) and Trustees, which can be found here:
Y:\16-Quality Manual\3. Health and Safety\HS-004 - Risk Assessment\HS-004 - Annex A - Risk Assessments\2. Centre Areas\CARA-019 - Prevent Risk Register and Action Plan.docx

Changes, updates and any new Safeguarding information is communicated to staff as and when things happen at the Staff briefing sessions held monthly.

8. Useful Sources of Information
Southampton City Council – What is Prevent and Making a Referral (including Safeguarding)
https://www.southampton.gov.uk/council-democracy/partnership-working/safe-city/prevent/

Counter-terrorism strategy (CONTEST) 2018
https://www.gov.uk/government/publications/counter-terrorism-strategy-contest-2018

MI5 threat levels
https://www.mi5.gov.uk/threat-levels

Counter terrorism policing
https://www.counterterrorism.police.uk/

Metropolitan police current threat level in the United Kingdom
https://www.met.police.uk/advice/advice-and-information/t/terrorism-in-the-uk/current-threat-level-UK/

HM Government making a referral to Prevent
https://www.gov.uk/guidance/making-a-referral-to-prevent

Hampshire County Council preventing terrorism and radicalisation within our communities
https://www.hants.gov.uk/community/prevent

Action Counters Terrorism (ACT)
https://act.campaign.gov.uk/

Prevent duty training
https://www.support-people-vulnerable-to-radicalisation.service.gov.uk/

Regional further education (FE) and higher education (HE) Prevent co-ordinators
https://www.gov.uk/guidance/regional-further-education-fe-and-higher-education-he-prevent-coordinators

Keeping children safe in education
https://www.gov.uk/government/publications/keeping-children-safe-in-education--2

9. Contact

The Safeguard team can be contacted either via:

- *In person*
- *Any member of staff*
- *e-mail at safeguarding@seta-training.co.uk*
- *SMS text message on **07594 299517***
- *By calling **07594 299517** or **(023) 8087 8310***
- *Online at https://form.thesafeguardingcompany.com/b0ffafe4-b030-4b5d-812f-bf29b21e785c*

10. Review

In line with the provisions set out in the latest edition of the DfE Guidance 'Keeping children safe in education', the governing body will challenge SETA's Officers on the delivery of this policy and monitor its effectiveness. The DSL and DDSL will review this policy annually. Necessary amendments will be made outside of this timeframe in accordance with any new legislation or guidance, or in response to any quality assurance recommendations pertaining to the delivery of this policy and the overall safeguarding arrangements made.

British Values

Tolerance of Different Cultures and Religions

Together we are one community who care, respect and understand one another.

Equity
Equality

Mutual Respect

We respect others and expect them to show us respect.

Equity
Equality
Solidarity

Rule of Law

We respect the rules of school and laws in society.

Equity
Solidarity

Democracy

We all have a say.

Democracy
Solidarity
Equality

Individual Liberty

We know our human rights and exercise these in school life and beyond.

Self-help
Equality
Self-Responsibility

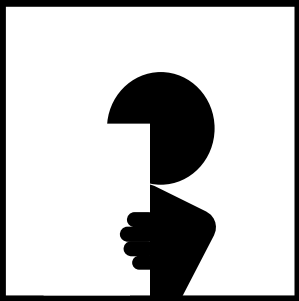
Reporting your absence Tel: **02380 771908** (Opt 1) or email absence@seta-training.co.uk **Fire Alarm** Evacuate building via nearest exit, meet at muster point (Front Pavement). Await further instructions via SETA Fire Marshalls. **Lockdown 'Blue Siren' Alarm** Run-Hide-Tell – Keep calm, switch phone to silent and await the 'all clear' instructions. **If you have a concern about an** Apprentice - Contact SETA Safeguarding Team: **07594 299517** email safeguarding@seta-training.co.uk **Children's Resource Service** office hours 02380 833004 **out of hours** 02380 233344. **If you have concerns about an** Adult - Contact SETA Safeguarding Team: **07594 299517** email safeguarding@seta-training.co.uk or contact **HASB** Hampshire Adult Services office hours 0300 555 1386 out of hours 0300 5551373 www.hampshiresab.org.uk **MyVoice - Online Anonymous Reporting System** is found on SETA's webpage. www.setatraining.co.uk/seta/safeguarding_home.html

COUNTER TERRORISM POLICING

ACT ACTION COUNTERS TERRORISM

IN THE RARE EVENT OF
a firearms or weapons attack

RUN HIDE TELL



RUN to a place of safety. This is a far better option than to surrender or negotiate. If there's nowhere to go, then...

HIDE It's better to hide than to confront. Remember to turn your phone to silent and turn off vibrate. Barricade yourself in if you can. Then finally and only when it is safe to do so...

TELL the police by calling 999.

RUN HIDE TELL

At the moment, the issue of terrorist attacks is regularly in the news. But it's been on our agenda for much longer.

The police and security service have been working constantly to foil terrorist attacks for years, not months.

But we are not complacent about keeping you safe.

Due to events in the UK and abroad, people are understandably concerned about a firearms or weapons attack. These attacks are very rare but in the event of such an attack, it helps to be prepared.

Remember, attacks of this nature are still very rare in the UK.

So stay safe, and just remember the words:

RUN. HIDE. TELL.

To watch the film, visit **gov.uk/ACT**

Information is vital. If you see or hear something that could be terrorist related, trust your instincts and call the confidential Anti-Terrorist hotline on **0800 789 321.**

Our specially trained officers will take it from there.

Your call could save lives.

Always in an emergency, call **999.**

How does Prevent protect people from radicalisation?

Radicalisation means someone developing extreme views or beliefs in support of terrorist groups or activities. Prevent helps to guide people away from radicalisation, and the dangers it presents.

Some of the help offered through Prevent's support programme, Channel, includes:

- Mentoring and ideological interventions
- Mental health support such as counselling
- Education or career development support
- Online safety training for parents

Being supported through Channel is voluntary, confidential, and won't go on someone's criminal record.

Get help if you're worried about someone being radicalised, visit **GOV.UK/PREVENT**

Are you worried that someone you know is being radicalised?

Prevent intervenes early to guide people away from radicalisation, giving them the help they need to walk away from extremism:

- Mentoring and ideological interventions
- Mental health support such as counselling
- Education or career development support
- Online safety training for parents

The Programme:

- deals with all forms of radicalisation, including the extreme right-wing and Islamist
- is delivered by local experts, including local authorities, police, teachers, healthcare staff and community organisations
- isn't a punishment and won't show up on any criminal record checks

Get help if you're worried about someone being radicalised, visit **GOV.UK/PREVENT**

educate.against.hate

HM Government

Prevent is about ensuring those who are at risk of radicalisation have the support to help them challenge extremist narratives

Prevent is a support programme

Prevent helps to build people's resilience to extreme ideologies that promote violence

Prevent is about intervening early before somebody acts on violent ideologies

Get help if you're worried about someone being radicalised

Visit GOV.UK/PREVENT for further support

Information on the **warning signs of radicalisation** can be found in our **common questions section on educateagainsthate.com**

National Prevent referral form

This form is designed to help articulate a concern under Prevent – where you are worried a person is susceptible to radicalisation. Complete as much of the form as you are able; doing so will ensure that the person gets the help they need to keep them and others safe.

If you are a member of public sector staff, and would like to check your concern, you should contact your organisation's Designated Safeguarding Lead (DSL) or equivalent. If you are a member of the public and are concerned about someone, you should call the Act Early Support Line on 0800 011 3764, in confidence to share your concerns with a specially trained officer or you can call the Anti-Terrorism Hotline on 0800 789 321. More information on what to do if you have a concern is available under 'Get help for radicalisation concerns' on GOV.UK.

If you are deaf, hard of hearing or have a speech impairment, a police non-emergency number is available as a text phone service on 18001 101. Remember, in an emergency dial 999.

Once you have completed this form it is essential that you submit it to the police directly, or your DSL or equivalent will do this on your behalf. Where possible you will receive a response on your referral, but this is not always possible due to data-protection considerations and other sensitivities.

Where possible, do not leave any gaps, as the police may have to contact you to gather more information which will delay the process. If you cannot answer a question, explain why in the text box provided.

1 Details of person being referred

Complete where information is known and applicable.

This information will not be used to assess whether a referral should be adopted.
Any personal data provided may support Equality Act obligations. Please only provide personal data if this information is already known from an official source or was provided by the person in question.

Surname	
First name(s)	
Date of birth or approximate age	
Gender	
Ethnicity	
Nationality	
Immigration or asylum status	
First language	
Religion	
Current address	
Phone number	
Email address	
Social media identifiers for example, usernames and platforms	
Parent or guardian contact details	

Any other details that may be relevant to the concern

2 Describe your concerns relevant to Prevent

How/why did the person first come to your notice?

What is the person's ideology or belief of concern if known? For example, extreme right-wing terrorism (ERWT), Islamist terrorism, left wing, anarchist and single-issue terrorism (LASIT)

What specific concerns do you have? Such as, have they had contact with extremist groups or people that worry you, discussed travel plans to a conflict zone, threatened anyone with violence, shown interest in hate crimes, extremists, or terrorism, or used their mobile phone, internet or social media in a way that worries you.

Describe any other concerns you may have.

3 Relevant or concerning behaviours you have noticed

Select the concerning behaviours you have noticed (if applicable).

- [ ] Absenteeism
- [ ] Anti-social behaviour
- [ ] Change in appearance
- [ ] Confrontational
- [ ] Expression of extremist views
- [ ] Interest in conspiracy narratives
- [ ] Interest in weapons
- [ ] Quick to anger/use of violence
- [ ] Self-harm
- [ ] Sudden abandonment of interests
- [ ] 'Them and us' language
- [ ] Use of symbolism linked to extremism
- [ ] Abusive behaviour
- [ ] Becoming socially isolated
- [ ] Closed to challenge
- [ ] Concerning use of the internet
- [ ] Fixated on a topic or group
- [ ] Interest in extremist groups/causes
- [ ] Legitimising use of violence
- [ ] Seeking to recruit
- [ ] Substance misuse
- [ ] Support for gender-based violence
- [ ] Use of inflammatory language
- [ ] Other

Provide more detail on all the behaviours selected above or describe a behaviour not listed. If you require further space, attach additional sheets to the form.

4 Additional factors

Select any which apply to the person if applicable.

- [ ] Access to weapons
- [ ] Adolescence or period of transition
- [ ] Adverse childhood experiences
- [ ] Disability
- [ ] Domestic abuse
- [ ] Extremist material
- [ ] Family breakdown
- [ ] Family dispute
- [ ] Financial problems
- [ ] Gang or group membership
- [ ] History of violence
- [ ] Homelessness
- [ ] Illness
- [ ] Learning disability
- [ ] Links to criminality
- [ ] Loss or bereavement
- [ ] Mental health
- [ ] Neurodiversity
- [ ] Physical/emotional abuse
- [ ] Sexual abuse
- [ ] So called honour-based violence
- [ ] Socially excluded
- [ ] Thoughts of suicide/self-harm
- [ ] Trauma from conflict
- [ ] Unemployment
- [ ] Victim of abuse
- [ ] Victim of crime
- [ ] Victim of hate crime
- [ ] Other

Provide more detail on all the factors selected above or describe a factor not listed. If you are not sure which behaviour categories are relevant, provide any details you can. If you require further space, attach additional sheets to the form.

5 Your details

Surname

First name(s)

Organisation

Address of organisation

Role or job title

Phone number

Email address

Relationship to the person

6 Details of the person who first identified the concern (if different from above)

Surname

First name(s)

Organisation

Role or job title

Phone number

Email address

Relationship to the person

7 Details of the person you have shared the concern with

Provide the details of the person you have shared the concern with if known
for example, your Designated Safeguarding Lead or equivalent, or Prevent police

Surname	
First name(s)	
Organisation	
Role or job title	
Relationship to the person	
Phone number	
Email address	

8 Relevant dates

Date concern was first identified	
Date of referral to Prevent	

9 Safeguarding considerations

Does the person have any stated or diagnosed disabilities, neurodiversity needs, or mental health issues? ☐ Yes ☐ No

If yes, provide further details of the diagnosis.

Have you discussed this person with your organisation's Designated Safeguarding Lead or equivalent (if applicable)? ☐ Yes ☐ No

What was the result of this discussion?

Does the person know you are sharing this concern? ☐ Yes ☐ No

If yes, describe the response

Have you taken any direct action with the person since this concern was identified? ☐ Yes ☐ No

If yes, describe the action and result

10 Employment/education details of the person of concern

Current occupation and employer:

Previous occupation(s) and employer(s):

Current school/college/university:

Previous school/college/university:

Not currently in education or employed:

11 If there is anything you have not been able to add to the form, but feel is relevant, please provide details or a contact number below

Thank you for taking the time to make this referral.

You should now submit this form to
[INSERT EMAIL ADDRESS FOR THE LOCAL NRF RECIPIENT MAILBOX]
or your Designated Safeguarding Lead or equivalent will do this for you.

Information you provide is valuable and will always be assessed. If there is no Prevent concern but other safeguarding issues are present, this information will be sent out to the relevant team or agency to provide the correct support for the person concerned.

The Home Office and Counter-Terrorism Policing regularly conduct research in order to continuously improve the delivery of Prevent, and may contact you to invite you to participate in such research.

Tick this box if you **do not** wish to be contacted for research-related purposes. ☐