Title: **Prevent Policy** Ref: PY02 Version: 2

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1.0. Policy

The government Counter-terrorism and Security Act 2015, places a duty upon all education providers to have regard to the need to prevent people from being drawn into terrorism. This Prevent Duty forms part of the wider governments CONTEST counter terrorism strategy:

- Prevent terrorism – stop people becoming terrorists.
- Pursue terrorism – disrupt and stop terror attacks.
- Protect against terrorism – strengthen UK protection.
- Prepare to deal with terrorism – mitigate impact of attacks that can't be stopped.

As a nation we continue to prioritise according to the threat posed to our national security; the allocation of resources will be proportionate to the threats we face. There has been an increase in far-right inspired terror attacks and lone acts of terror as opposed to mass organised terror activities, the government strategy now includes ways in which to identify risk of these instances.

CONTEST is the overall UK strategy for Countering Terrorism. The aim of CONTEST is to reduce the risk to the UK and its interests overseas from terrorism, so that people can go about their lives freely and with confidence. It has four work streams, of which PREVENT is one. The purpose of the Prevent Strategy is to stop people becoming terrorists or supporting terrorism. The strategy addresses all forms of terrorism and focuses work to prevent radicalisation on three key objectives:

- Challenging ideology that supports terrorism.
- Protecting vulnerable individuals; and
- Supporting sectors and institutions where there is a risk of radicalisation. For further information see Prevent Duty Guidance for England and Wales Channel is a key element of the Prevent strategy. It is a multi-agency approach to protect people at risk from radicalisation. Channel uses existing collaboration between local authorities, statutory partners (such as the education and health sectors, social services, children's and youth services and offender management services), the police and the local community to:
- Identify individuals at risk of being drawn into terrorism.
- Assess the nature and extent of that risk.
- Develop the most appropriate support plan for the individuals concerned. For further information see Channel Duty Guidance for England and Wales

1.2. Objectives

The aim of the Prevent strategy is to reduce the threat to the UK from terrorism by stopping people becoming terrorists or supporting terrorism. The Prevent strategy has three specific strategic objectives:
1. Respond to the ideological challenge of terrorism and the threat we face from those who promote it
2. Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support.
3. Work with sectors and institutions where there are risks of radicalisation that we need to address.

This policy is shared with all employees upon commencing employment to include confirmation they have read and understood the content. Revisions are communicated to all as part of ongoing continued professional development, with all development activities related to application of the measures included within the policy.

1.3. Definitions

These definitions are taken from the HM Government Prevent Strategy 2011.

- Radicalisation is defined as the process by which people come to support terrorism and extremism in some cases, to then participate on terrorist activity.
- Terrorism – an act of terror/violence based on a political objective, whether that means the politics of nationalism, ethnicity, religion, ideology or social class.
- Extremism 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. We also include in our definition of extremism calls for the death of members of the armed forces.

1.4. Information Sharing

Sharing Information sharing must be assessed on a case-by-case basis and is governed by legislation. To ensure the rights of individuals are fully protected, it is important that information sharing agreements are in place at a local level. When considering sharing personal information, the specified authority should take account of the following:

- necessity and proportionality: personal information should only be shared where it is strictly necessary to the intended outcome and proportionate to it. Key to determining the necessity and proportionality of sharing information will be the professional judgement of the risks to an individual or the public;
- consent: wherever possible the consent of the person concerned should be obtained before sharing any information about them;
- power to share: the sharing of data by public sector bodies requires the existence of a power to do so, in addition to satisfying the requirements of the Data Protection Act 1998 and the Human Rights Act 1998; Data Protection Act and the Common Law Duty of Confidentiality: in engaging with non-public bodies, the specified authority should ensure that they are aware of their own responsibilities under the Data Protection Act and any confidentiality obligations that exist. There may be some circumstances where specified authorities, in the course of Prevent related work, identify someone who may already be engaged in illegal terrorist related activity. People suspected of being involved in such activity must be referred to the police. For guidance on information sharing speak with your manager in the first instance.

1.5. Recording

MetaGedu case management and recording policies should be followed in respect of Prevent casework.

1.6 Scope

This policy relates to all staff and apprentices.

1.7 Leadership and Governance

Prevent forms part of the safeguarding agenda which is featured as part of voice meetings. MetaGedu has a nominated lead for the Prevent initiative. It has been well documented within current literature, namely the Prevent Strategy and Keeping Children Safe in Education, that protecting people from being drawn into radicalisation should align with the current safeguards in place to protect apprentices from the risks of safeguarding issues. Prevent Duty is also embedded within IT, social media, Social Learning platform and Safeguarding policies.

A risk assessment is produced annually supported by the local Prevent coordinator and reviewed periodically, in order to ensure MetaGedu has highlighted any risk areas and are meeting the Prevent duty.

2.0. Guidance

2.1. Channel Panel Process

The role of the multi-agency panel is to develop an appropriate support package to safeguard those at risk of being drawn into terrorism based on an assessment of their vulnerability. The panel is responsible for managing the safeguarding risk which is in line with other multi-agency panels where risk is managed, such Multi-Agency Public Protection Arrangements (MAPPA). The panel should be chaired by the local authority Prevent lead (see Annex B for local authority contact details) and include the Police and other relevant statutory partners. Channel is not a process for gathering intelligence. It is a process for providing support to people at risk. In common with other such programmes, it does require the sharing of personal information to ensure that the full range of an individual's vulnerabilities are identified and addressed. Information sharing must be assessed on a case by case basis and is governed by legislation. It is not the purpose of Channel to provide an alternative to the criminal justice system for those who have been engaged in illegal activity. Channel is about early intervention to protect and divert people away from the risk they may face before illegality relating to terrorism occurs. Therefore, in line with other safeguarding processes, being referred to Channel will not lead to an individual receiving a criminal record as a consequence of the referral, nor as a result of any support they may receive through Channel.

2.2. Assessing Vulnerability

Channel assesses vulnerability using a consistently applied vulnerability assessment framework built around three dimensions:

- Engagement with a group, cause or ideology.
- Intent to cause harm.
- Capability to cause harm.

The dimensions are considered separately as experience has shown that it is possible to be engaged without intending to cause harm and that it is possible to intend to cause harm without being particularly engaged. Experience has also shown that it is possible to desist

(stop intending to cause harm) without fully disengaging (remaining sympathetic to the cause); though losing sympathy with the cause (disengaging) will invariably result in desistance (loss of intent). The three dimensions are assessed by considering 22 factors that can contribute to vulnerability (13 associated with engagement, 6 that relate to intent and 3 for capability). These factors taken together form a rounded view of the vulnerability of an individual that will inform decisions on whether an individual needs support and what kind of support package may be appropriate. These factors can also be added to and are not considered an exhaustive list. By undertaking regular vulnerability assessments the progress that is being made in supporting an individual can be tracked through changes in the assessment.

2.3. Identifying Vulnerable People

- Completing a full assessment for all 22 factors requires thorough knowledge of the individual that may not be available at the point of the initial referral (see Vulnerable to Radicalisation (VTR) Referral Form at Annex A). However, there are a number of behaviours and other indicators that may indicate the presence of these factors. Example indicators that an individual is engaged with an extremist group, cause or ideology include:
- Spending increasing time in the company of other suspected extremists.
- Changing their style of dress or personal appearance to accord with the group;
- Their day-to-day behaviour becoming increasingly centred around an extremist ideology, group or cause;
- Loss of interest in other friends and activities not associated with the extremist ideology, group or cause;
- Possession of material or symbols associated with an extremist cause (e.g. The swastika for far right groups);
- Attempts to recruit others to the group/cause/ideology.
- Communications with others that suggest identification with a group/cause/ideology.
- Example indicators that an individual has an intention to use violence or other illegal means include:
- Clearly identifying another group as threatening what they stand for and blaming that group for all social or political ills;
- Using insulting or derogatory names or labels for another group.
- Speaking about the imminence of harm from the other group and the importance of action now.
- Expressing attitudes that justify offending on behalf of the group, cause or ideology.
- Condoning or supporting violence or harm towards others.
- Plotting or conspiring with others. 8 Example indicators that an individual is capable of contributing directly or indirectly to an act of terrorism include:
- Having a history of violence.
- Being criminally versatile and using criminal networks to support extremist goals.
- Having occupational skills that can enable acts of terrorism (such as civil engineering, pharmacology or construction); or

- Having technical expertise that can be deployed (e.g. IT skills, knowledge of chemicals, military training or survival skills).

The examples above are not exhaustive and vulnerability may manifest itself in other ways. There is no single route to terrorism nor is there a simple profile of those who become involved. For this reason, any attempt to derive a 'profile' can be misleading. It must not be assumed that these characteristics and experiences will necessarily lead to individuals becoming terrorists, or that these indicators are the only source of information required to make an appropriate assessment about vulnerability.

2.4. Consent

People who are vulnerable to violent extremism or radicalisation are more likely to be reached by supportive services if issues of consent are handled with sensitivity and an informed understanding of the issues. Before making a referral, practitioners should respond as we would to all concerns, by clarifying the information. For children this will ordinarily involve talking to the child/young person and their family (unless the family is implicated in potential extremism), and to other professionals working with the child/young person. Any referral should be made with the young person/family's knowledge and consent, unless to do so would place the child/young person at risk of harm. For adults (over 18 years old) practitioners should seek the consent of the person who may be at risk of extremism or radicalisation before acting or sharing information.

In some cases, where a person refuses consent, information can still lawfully be shared if it is in the public interest to do so. This may include protecting someone from serious harm or preventing crime and disorder. When there are grounds to doubt the capacity of those aged 16 and over, steps need to be taken to provide support to enable them to give informed consent to be referred to the Channel Panel, please refer to the Mental Capacity Act 2005 for further information. As a voluntary programme, no Social Care work can take place without the agreement and engagement of the service user.

Any practitioner who is in doubt about whether or not they should share information, or whether they have consent either to share information or carry out a piece of work, should consult the above guidance, or consult their line manager or Prevent Lead. Advice on information sharing can also be sought from the Information Governance Team in their Authority. Any worker who believes a crime is being committed, or planned, or is aware of any terrorist activity, should contact the regional Police Prevent team without delay.

2.5. Referral Process

If an apprentice has concerns about themselves, or you have concerns about an apprentice being at risk of radicalisation, you should refer to the safeguarding process. Appendix 1-3 of this policy will support with identifying vulnerabilities and indicators of someone being at risk of radicalisation.

Please note if there is an immediate danger to anyone then report directly to the police immediately.

Once the Designated Safeguarding team has been informed, they will decide on whether the issue needs to be escalated to the local Police Prevent Officer. The Designated Safeguarding team/staff member that is involved with the referral will then support the Channel process as seen fit by the local Channel process as seen fit by the local Channel panel.

See the safeguarding process also for the referral pathways. It should be noted that referral to the channel process is not criminal intervention.

It should be noted that an apprentice displaying one or a few of vulnerabilities and indicators does not mean the apprentice will necessarily be at risk of radicalisation, but it may do so. In all instances that concern you, you should report to the Designated Safeguarding Officer. The process for referral to a prevent coordinator involves risk assessing the apprentice's level of engagement, intent and capability. If guidance is required, the safeguarding officer will discuss with a local Prevent coordinator.

- Any agency or member of the public can make a referral to Channel. Staff need to consider however, their local safeguarding procedures in the first instance and whenever a vulnerable to radicalisation risk is of concern, they should consult with the Prevent/Safeguarding Leads within their organisation. Prevent/Safeguarding Leads should support in making the decision as to whether a referral to Channel Panel is needed and if this is the appropriate route. Referrals should be made without delay, where there are concerns about significant harm or directly to the Police on 999 if there is an imminent risk of harm. A referral form, which is also known as person vulnerable to radicalisation (VTR), should be requested from the Channel Panel Coordinator (see Annex B for your local authority Channel Coordinator). Once completed, this should be returned securely to the regional police website. (Secure emails are GCSX, nhs.net, .pnn, cjsm, .gsi or a secure system such as Egress) If you do not have a secure email you can set the security on the referral with a password and ring 01245 452196 (Police Prevent Team) to let them know the referral has been sent and the password to open it. Any referral received should initially be screened by the regional Police Prevent Team. All cases that progress through the Channel process will be subject to a thorough assessment of vulnerabilities in a multi-agency safeguarding environment. The preliminary assessment is co-ordinated by the local authority Prevent Coordinator. It should be informed by multi-agency information gathering and can include consideration of an initial vulnerability assessment. At this point partners should collectively assess the risk and decide whether the person:
- Is vulnerable to being drawn into terrorism and therefore appropriate for Channel;
- Should be referred to a different support mechanism; or
- Should exit the process. In assessing the risk, consideration should be given to:
- The risk the individual faces of being drawn into terrorism; and
- The risk the individual poses to society. In some cases, a Channel referral will exit the process at this stage and be signposted to those support services most appropriate to their needs. If there are concerns that the person is suffering or likely to suffer significant harm, a referral to Children's or Adult Social Care must be made, this will be discussed and determined who will raise this before the case exits the process. If there are no

concerns or low risk but the person requires additional support, a referral may be made for Common Assessment Framework and Early Help.

2.6. Transfer arrangements

Transfer arrangements need to be discussed and decided by the Channel Panel chairs of the county the case is leaving and the county the case is moving to. They need to decide where the case sits and factor in how long the move is likely to be for.

2.7. Referral Flowchart

Safeguarding concerns are shared through local safeguarding procedures and raised with Prevent Leads and if they agree there is a radicalisation risk then a referral to Channel Panel is needed. A Vulnerable to Radicalisation referral form is completed and sent to the regional Police Referrals team. They will assess the assess the risk. If no conflict or major risk, then referral sent local authority Prevent Lead Prevent Adult Lead to review the referral for adults Prevent Families Lead to review for children Prevent coordinator to make checks on local authority case management system and formally request information from partners on Channel Panel and/or other agency as required Agencies/partners return information to the Police via Prevent secure email. Regional Police (Appendix 2) minimise conflict and risk assess again Channel Chair and Police agree next steps either, arrange a Channel Panel, No further action, outcome safeguarding concern or assessments (Appendix 3).

2.8. Risk and Intervention Process

The multi-agency panel using their professional expertise will develop a support package. This will be based on a review of the vulnerability assessment completed by the regional Police Prevent team at the preliminary assessment stage, the needs of the individual and any risks posed to potential support providers. Risk is a theme that runs through the entire Channel process: risk to the individual; risk to the public; and risk to statutory partners and any intervention providers. Multi-agency panel members should consider sharing any further information with each other for the purposes of Channel, subject to a case-by-case assessment of necessity, proportionality and lawfulness. Wherever possible, the informed consent of the individual (and their family / carers) should be obtained. The panel may conclude that the individual is better suited to alternative support mechanisms or that further assessment indicates that the individual is not vulnerable to being drawn into terrorism. In such cases the Chair of the panel is responsible for confirming the recommendation and ensuring that the decision is properly recorded. If the panel consider that support to reduce vulnerability of being drawn into terrorist related activity is required, they should devise an appropriate support package. This should take the form of a support plan setting out details of the statutory or community partners who will lead on delivery of the support. Consideration must also be given to potential risks posed to the provider of any support package. The action plan should highlight identified behaviours and risks that need to be addressed. This will assist in case reviews and evaluating the effectiveness of the support package. All decisions should be properly recorded. Responses to those who are at risk from involvement in violent extremism are more likely to be effective if they are delivered at an early stage and at the lowest level of intervention. For this reason, it is important to understand the signs, and to able to engage

people effectively. It is anticipated that each Authorities Social Care service, will provide effective, whole family-based interventions, but the thresholds for higher level interventions must also be understood, and applied where appropriate. The type of activities that are included in a support package will depend on risk, vulnerability and local resource.

To illustrate, a diversionary activity may be sufficient for someone who is in the early stages of radicalisation whereas a more focussed and structured one-on-one mentoring programme may be required for those who are already radicalised.

The following kinds of support might be considered appropriate:

- Life skills - work on life skills or social skills generally, such as dealing with peer pressure;
- Mentoring support contact - work with a suitable adult as a role model or providing personal guidance, including guidance addressing extremist ideologies;
- Anger management session - formal or informal work dealing with anger;
- Cognitive/behavioural contact - cognitive behavioural therapies and general work on attitudes and behaviours; Constructive pursuits - supervised or managed constructive leisure activities;
- Education skills contact - activities focused on education or training;
- Careers contact - activities focused on employment;
- Family support contact - activities aimed at supporting family and personal relationships, including formal parenting programmes;
- Health awareness contact - work aimed at assessing or addressing any physical or mental health issues;
- Housing support contact - activities addressing living arrangements, accommodation provision or neighbourhood; and
- Drugs and alcohol awareness - substance misuse interventions.

Community or non-statutory partners providing support to vulnerable people need to be credible with the vulnerable individual concerned and to understand the local community. They have an important role and their reliability, suitability to work with vulnerable people and commitment to shared values needs to be established. Multi agency panels should make the necessary checks to be assured of the suitability of support providers; including checks to the Disclosure and Barring Service (DBS) for those seeking to work with children, young people and adults. If the panel is satisfied that the risk has been successfully reduced or managed they should recommend that the case exits the process. This is noted in the minutes. The recommendations will need to be endorsed by the Chair of the panel and regional Police Prevent lead. If the panel is not satisfied that the risk has been reduced or managed the case should be reconsidered. A new support plan should be developed and alternative support put in place. If the risk of criminality relating to terrorism has increased the regional Police Prevent team must consider escalating the case through existing police mechanisms and whether the case remains suitable for the Channel process. All open cases are reviewed at every panel until the point at which they exit the process, using the vulnerability assessment framework. All decisions and actions should be fully recorded in the minutes of the meeting.

2.9. Working with Partner Agencies

Home Office 2015 Prevent Guidance places a specific duty on local authorities to cooperate with all partners to support and complement their work. It is vital that all Social Care staff adopt a collaborative and co-operative multi-agency approach. Strategic and management arrangements are being developed to support practitioners in their duty to work in partnership.

Key partners include: regional Police, especially their Prevent Team; Social Care Adults and Children; Youth Offending Services, Probation agencies, Prisons and YOIs; EHWB Services; Early Help services; Community Safety Officers; all usual health and education colleagues including colleges and universities; and the full range of community and voluntary organisations, especially youth and faith organisations. Schools and some voluntary organisations are often best placed to identify emerging concerns. This places an additional duty of vigilance upon them, and they have specific support requirements. Keeping Children Safe in Education (DfE, 2015) says that protecting children from the risk of radicalisation should be seen as part of schools' wider safeguarding duties. If an organisation is asked to provide information to the Channel Panel or Prevent Multi-Agency group it is your responsibility to respond within a set time frame outlined by the Prevent chair and/or administrator. It is also the organisations responsibility to notify the Channel Panel of relevant changes in circumstances or provide an update on progress/intervention.

2.10. Channel Panels

Channel Panels oversee and co-ordinate Prevent interventions in the regional area concerned. The panel has a statutory basis: under the terms of the Counter Terrorism and Security Act 2015, local authorities must:

- Ensure a multi-agency panel exists and chair the panel
- Use the panel to develop a support plan for accepted cases and signpost to other support where cases are not accepted
- Ensure consent is sought prior to support being provided
- Co-operate with other panel partners (regional Counter Terrorism Unit)

Membership: The Channel Panel meets on a monthly basis in the regional area. Permanent members will include Social Care (Adult and Children), and regional Police Prevent team. Other agencies will be invited depending on need.

2.11. Case Management, Recording, Supervision and Support

Case management & recording Social Care case management and recording policies should be followed in respect of Prevent casework. Supervision & support Social Care supervision policies should be followed. The existing research into Prevent casework acknowledges the complexity of the issues around: maintaining consent and trust when dealing with complex and highly emotive issues, delivering help to families where there may be either pressure or a need to monitor and report back, balancing human rights and individual liberties against the

risk of harm, operating as a confident and challenging practitioner in a politically charged environment, & understanding cultural issues.

2.12 Safeguarding Staff Members as a Result of Referral

While it is unlikely that the referrer would then be targeted, if someone received a threat or the police felt someone was under threat without them knowing, then there are risk assessments, warnings and safeguarding processes local police departments will apply as a matter of routine. The outcome might involve an investigation and arrests being made etc., such as markers on people's mobile phone numbers or addresses, warnings to parties involved, or other measures.

2.13 Training

All staff are trained on the Vulnerabilities and Indicators of radicalisation, the Channel process and how the duty engages with requirements of their role, via certificated Home Office learning. Identifying risk at an early stage allows early intervention and is crucial to the Prevent Duty and Channel process being successful. Huddle contains further guidance on the Prevent duty and educational material around Radicalisation and British values.

E-learning Suitable for all frontline public facing staff.

There is periodic CPD and an ongoing awareness programme through the monthly newsletter

WRAP (Workshop to Raise the Awareness of Prevent) is an hour/2 hour long DVD led interactive workshop. It is aimed at frontline staff as well as the community. The National Counter Terrorism Policing Headquarters (NCTPHQ), in conjunction with the College of Policing, have developed a general awareness e-learning package for Channel. This e-learning is not a substitute for WRAP training.

The package includes:

- information on how Channel links to the Government's Counter-Terrorism Strategy (CONTEST) through the Prevent strategy
- guidance on how to identify people who may be vulnerable to being drawn into terrorism
- how to refer them into the Channel process.

ACT Awareness e-learning is a counter terrorism awareness product designed for all UK based companies/organisations – and now the general public.

Free to use, the course can be divided into short sections. However, it takes just 45 minutes in total to complete – 45 minutes that could save lives.

The digital format is proving popular with organisations. To sign up to directly by visiting the National Counter Terrorism Security Offices website ACT Awareness page for information

If you're a member of the general public or from a major organisation, you can **sign up directly to the course here** or visit the **National Counter Terrorism Security Office website's ACT Awareness page for further information.**

Terrorism and national emergencies: Reporting suspected terrorism - GOV.UK (www.gov.uk)

3.0 Change History

Version	Changes made to previous version	Approved By	Date
v1	Initial release	Eric Sykes	20/02/2023
v2	Appendix 4 and 5 added	Eric Sykes	06/03/2023

Appendix 1

REFERRAL PROCESS	
By sending this form you consent for it to arrive with both your dedicated Local Authority safeguarding team & Prevent policing team for a joint assessment. Wherever possible we aim to give you feedback on your referral, please be aware, however, that this is not always possible due to data-protection & other case sensitivities. Once you have completed this form, please email it to contacts on Appendix 2	
INDIVIDUAL'S BIOGRAPHICAL & CONTACT DETAILS	
Forename(s):	First Name(s)
Surname:	Last Name
Date of Birth (DD/MM/YYYY):	D.O.B.
Approx. Age (if DoB unknown):	Please Enter
Gender:	Please Describe
Known Address(es):	Identify which address is the Individual's current residence
Nationality / Citizenship:	Stated nationality / citizenship documentation (if any)
Immigration / Asylum Status:	Immigration status? Refugee status? Asylum claimant? Please describe.
Primary Language:	Does the Individual speak / understand English? What is the Individual's first language?
Contact Number(s):	Telephone Number(s)
Email Address(es):	Email Address(es)
Any Other Family Details:	Family makeup? Who lives with the Individual? Anything relevant.

DESCRIBE CONCERNS	In as much detail as possible, please describe the specific concern(s) relevant to Prevent.
Please Describe	

FOR EXAMPLE:

- How / why did the Individual come to your organisation's notice in this instance?
- Does it involve a specific event? What happened? Is it a combination of factors? Describe them.
- Has the Individual discussed personal travel plans to a warzone or countries with similar concerns? Where? When? How?
- Does the Individual have contact with groups or individuals that cause you concern? Who? Why are they concerning? How frequent is this contact?
- Is there something about the Individual's mobile phone, internet or social media use that is worrying to you? What exactly? How do you have access to this information?
- Has the Individual expressed a desire to cause physical harm, or threatened anyone with violence? Who? When? Can you remember what was said / expressed exactly?
- Has the Individual shown a concerning interest in hate crimes, or extremists, or terrorism? Consider *any* extremist ideology, group or cause, as well as support for "school-shooters" or public-massacres, or murders of public figures.
- Please describe any other concerns you may have that are not mentioned here.

COMPLEX NEEDS	Is there anything in the Individual's life that you think might be affecting their wellbeing or that might be making them vulnerable in any sense?
Please Describe	

PERSON WHO FIRST IDENTIFIED THE CONCERNS	
Do they wish to remain anonymous?	Yes / No
Forename:	Referrers First Name(s)
Surname:	Referrers Last Name
Professional Role & Organisation:	Referrers Role / Organisation
Relationship to Individual:	Referrers Relationship To The Individual
Contact Telephone Number:	Referrers Telephone Number
Email Address:	Referrers Email Address
PERSON MAKING THIS REFERRAL (if different from above)	
Forename:	Contact First Name(s)
Surname:	Contact Last Name
Professional Role & Organisation:	Contact Role & Organisation
Relationship to Individual:	Contact Relationship to the Individual
Contact Telephone Number:	Contact Telephone Number
Email Address:	Contact Email Address
RELEVANT DATES	
Date the concern first came to light:	When were the concerns first identified?
Date referral made to Prevent:	Date this form was completed & sent off?

FOR EXAMPLE:

- Victim of crime, abuse or bullying.
- Work, financial or housing problems.
- Citizenship, asylum or immigration issues.
- Personal problems, emotional difficulties, relationship problems, family issues, ongoing court proceedings.
- On probation; any erratic, violent, self-destructive or risky behaviours, or alcohol / drug misuse or dependency.
- Expressed feelings of injustice or grievance involving any racial, religious or political issue, or even conspiracy theories.
- Educational issues, developmental or behavioural difficulties, mental ill health (see **Safeguarding Considerations** below).
- Please describe any other need or potential vulnerability you think may be present but which is not mentioned here.

OTHER INFORMATION	**Please provide any further information you think may be relevant, e.g. social media details, military service number, other agencies or professionals working with the Individual, etc..**
Please Describe	

REFERRER'S ORGANISATIONAL PREVENT CONTACT (if different from above)	
Forename:	Referrers First Name(s)
Surname:	Referrers Last Name
Professional Role & Organisation:	Referrers Role / Organisation
Relationship to Individual:	Referrers Relationship To The Individual
Contact Telephone Number:	Referrers Telephone Number
Email Address:	Referrers Email Address

SAFEGUARDING CONSIDERATIONS	
Does the Individual have any stated or diagnosed disabilities, disorders or mental health issues?	Yes / No
Please describe, stating whether the concern has been diagnosed.	
Have you discussed this Individual with your organisations Safeguarding / Prevent lead?	Yes / No
What was the result of the discussion?	
Have you informed the Individual that you are making this referral?	Yes / No
What was the response?	
Have you taken any direct action with the Individual since receiving this information?	Yes / No
What was the action & the result?	
Have you discussed your concerns around the Individual with any other agencies?	Yes / No
What was the result of the discussion?	

INDIVIDUAL'S EMPLOYMENT / EDUCATION DETAILS	
Current Occupation & Employer:	Current Occupation(s) & Employer(s)
Previous Occupation(s) & Employer(s):	Previous Occupation(s) & Employer(s)
Current School / College / University:	Current Educational Establishment(s)
Previous School / College / University:	Previous Educational Establishment(s)

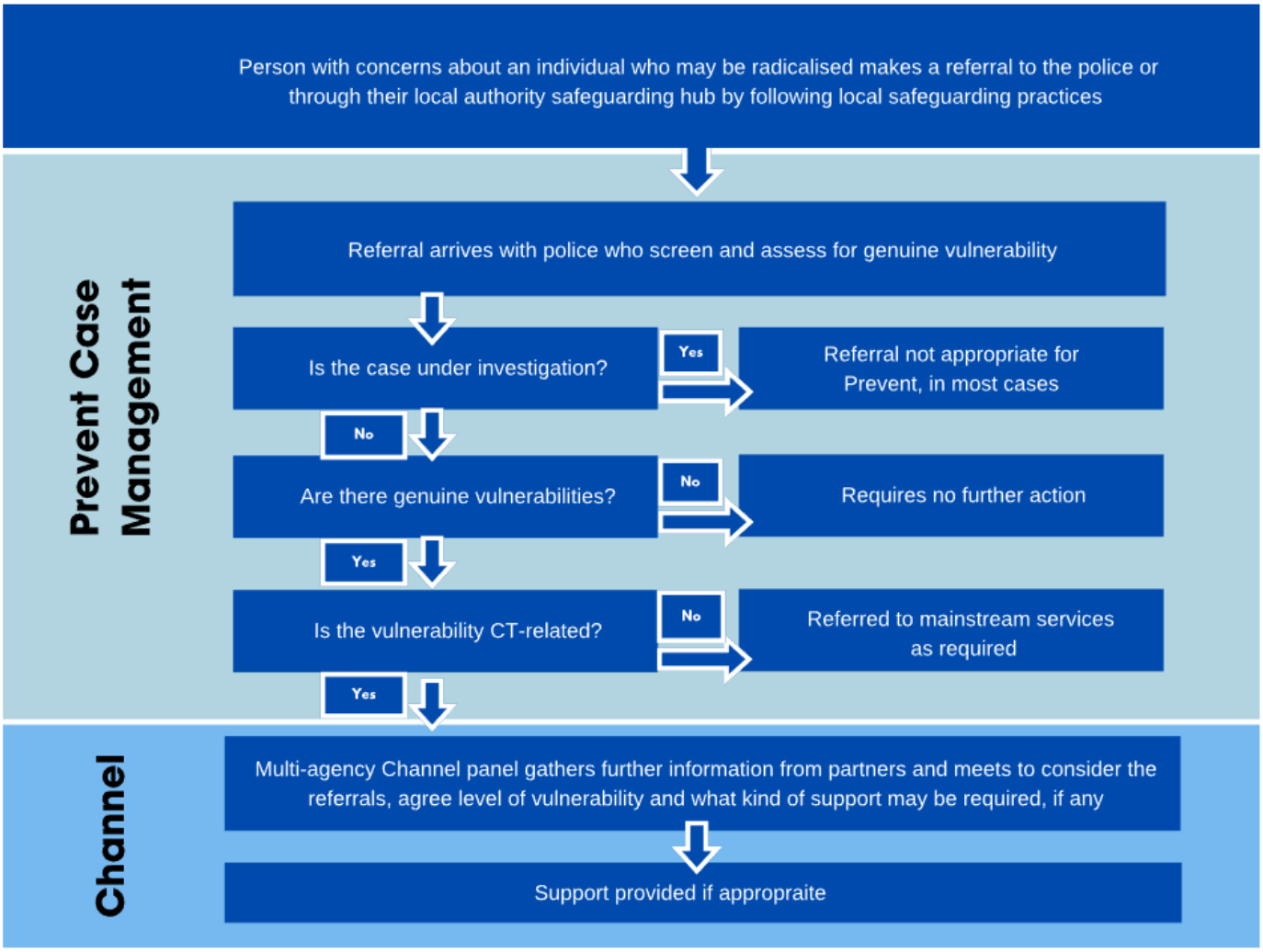
THANK YOU
Thank you for taking the time to make this referral. Information you provide is valuable and will always be assessed. **If there is no Prevent concern but other safeguarding issues are present, this information will be sent to the relevant team or agency to provide the correct support for the individual(s) concerned.**

Appendix 2

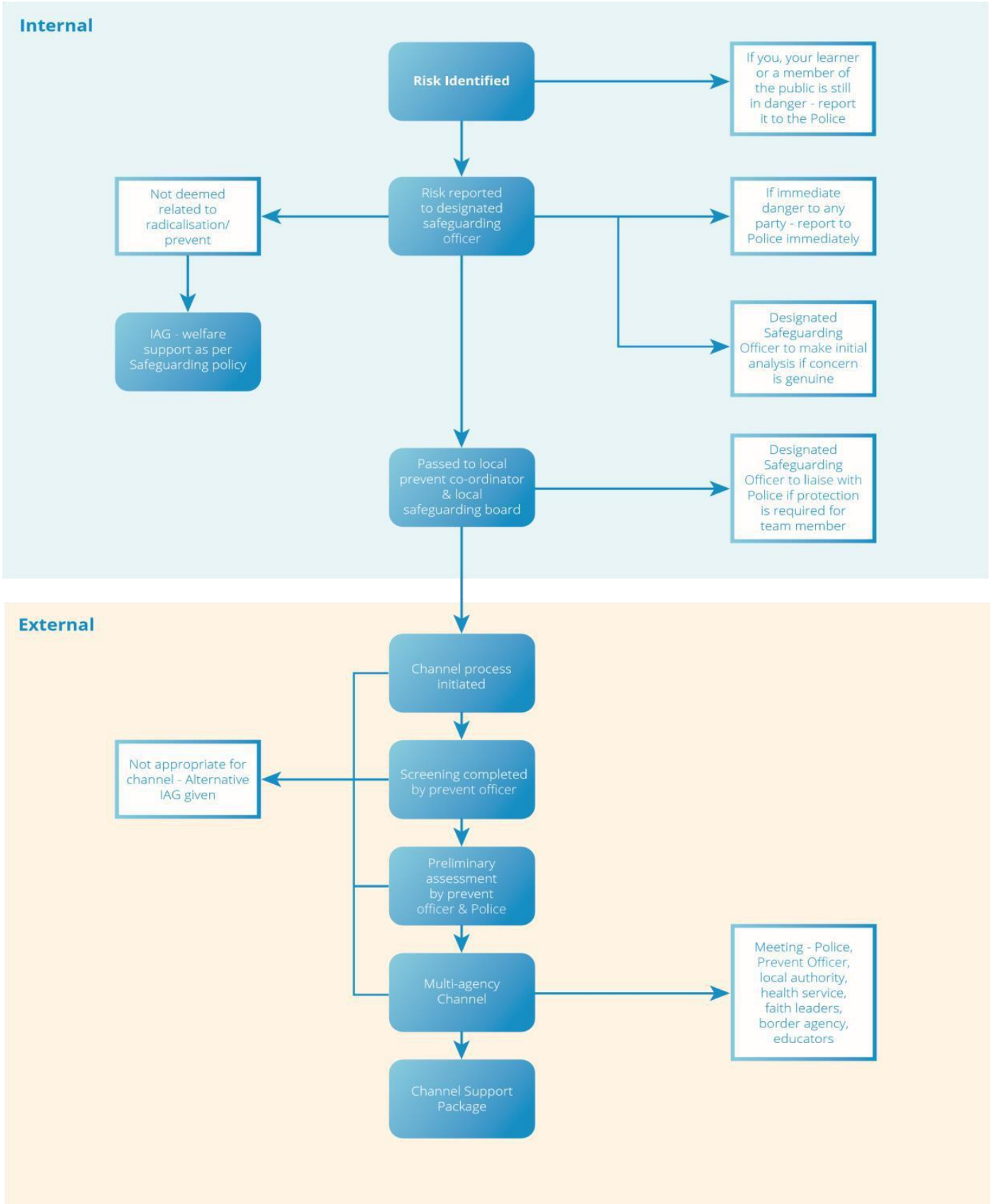
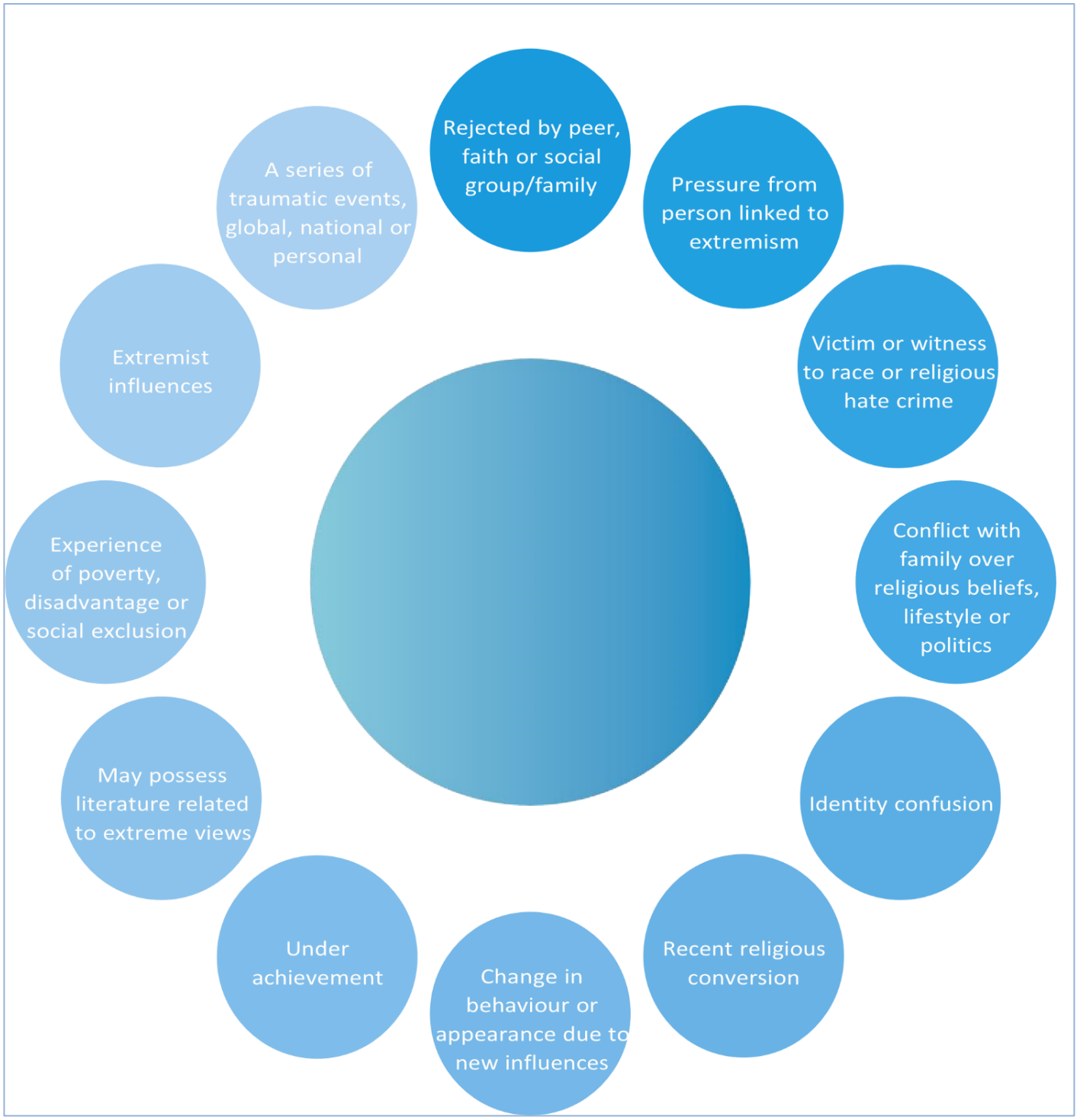
PREVENT and CHANNEL leads/administrators.

Organisation	Name	Job Title	Email	Emergency Number
MetaGedu	Eric Sykes	Head of Quality and Compliance	esykes@metagedu.io	
Scotland Police			PreventDeliveryUnit@scotland.pnn.police.uk	
			https://report-extremism.education.gov.uk/	
UK Police			https://www.protectuk.police.uk/about-protectuk	
National Govt Website			https://www.gov.uk/guidance/making-a-referral-to-prevent	
Derbyshire referrals			Prevent@Derbyshire.pnn.police.uk	0300 122 8694
Hampshire referrals			preventreferralshampshire@hampshire.pnn.police.uk	01865 555618
Kent referrals			prevent.referrals@kent.pnn.police.uk	01865 555618
Leeds referrals			prevent@leeds.gov.uk	0113 241 3386
London referrals			Prevent@cityoflondon.gov.uk	0207 332 1639
Manchester referrals			https://www.gmp.police.uk/advice/advice-and-information/t/prevent/prevent/alpha/prevent-referral/	0161 8566345
Oxfordshire referrals			PreventGateway@thamesvalley.pnn.police.uk	01865 555618
Portsmouth referrals			preventreferralsportsmouth@hampshire.pnn.police.uk	01865 555618
Southampton referrals			preventreferralssouthampton@hampshire.pnn.police.uk	01865 555618
Sussex referrals			Channel@sussex.pnn.police.uk	
Surrey referrals			preventreferrals@surrey.pnn.police.uk	01865 555618
West Midlands referrals			ctu_gateway@westmidlands.police.uk	0121-251-0241

Appendix 3


Person with concerns about an individual who may be radicalised makes a referral to the police or through their local authority safeguarding hub by following local safeguarding practices
Prevent Case Management
Referral arrives with police who screen and assess for genuine vulnerability
Is the case under investigation?
Yes
Referral not appropriate for Prevent, in most cases
No
Are there genuine vulnerabilities?
No
Requires no further action
Yes
Is the vulnerability CT-related?
No
Referred to mainstream services as required
Yes
Channel
Multi-agency Channel panel gathers further information from partners and meets to consider the referrals, agree level of vulnerability and what kind of support may be required, if any
Support provided if appropraite

Appendix 4 - Referral & Channel Process



Appendix 5 - Factors of Vulnerabilities