

Prevent Policy

December 2025

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Document Control

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Version number: 4.0

Approved by: Board

Approval date: December 2025

Review date: December 2026

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1. PURPOSE

- 1.1 The aim of the Prevent Policy is to create and maintain a safe, healthy and supportive learning and working environment for our students, staff and visitors at Hereford College of Arts.
- 1.2 We recognise that extremism and exposure to extremist materials and influences can lead to poor outcomes for students.
- 1.3 We further recognise that if we fail to challenge extremist views, we are failing to protect our students from potential harm. As such the Prevent agenda, will be addressed as a safeguarding concern

2. SCOPE

- 2.1 This policy applies to everyone working at or attending the college: staff, students and all visitors.

3. LEGAL AND POLICY CONTEXT

- 3.1 The College has adopted the Prevent Duty in accordance with legislative requirements from the [Counter Terrorism and Security Act 2015](#) and [Prevent Duty Guidance](#).
- 3.2 The Government's Prevent Agenda is one element of the government's counter-terrorism strategy, [CONTEST](#).
- 3.3 The Government's Prevent Strategy:
 - a) Responds to the ideological challenge we face from terrorism and aspects of extremism, and the threat we face from those who promote these views
 - b) Provides practical help to prevent people from being drawn into terrorism and ensure they are given appropriate advice and support
 - c) Works with a wide range of sectors (including education, criminal justice, faith, charities, online and health) where there are risks of radicalisation that we need to deal with
 - d) The strategy covers all forms of terrorism, including far right extremism and some aspects of non-violent extremism.
 - e) The Counter-Terrorism and Security Bill seeks to place a duty on specified authorities including schools, colleges and universities to 'have due regard, in the exercise of its functions, to the need to prevent people from being drawn into terrorism'.

- f) The College has developed a culture of safety and respect for its students, staff, governors and visitors. As part of this ethos the College has considered the Prevent Duty and the importance of collaborative working between college staff, local authorities, police, other educational institutions, policy makers and health providers to identify, detect and safeguard vulnerable people throughout the organisation.
- g) The Safeguarding and Prevent Manager attends the Herefordshire Prevent and Disrupt meetings and has excellent communication with DSL colleagues at our sister colleges on Folly Lane (Hereford Sixth Form and Hereford, Ludlow, North Shropshire College). Updates from Prevent and Disrupt Meetings are shared at FEMT and in the Higher Level Safeguarding Group.

3.4 Alongside incorporating the relevant duties, we will encourage our students to share their views and opinions, fostering a culture of freedom of expression and debate.

- a) We will observe the Freedom of Speech Act 2023 in order to protect and promote freedom of speech and academic freedom
- b) We will not stereotype, label or single out individuals based on their origins, ethnicity, faith and beliefs or any other characteristics protected under the Equality Act 2010.

3.5 This Prevent Policy should be read in conjunction with:

- a) Safeguarding and Child Protection Policy
- b) Freedom of Speech Code of Practice
- c) External Speaker Policy and Procedure
- d) Information for Visiting Speakers
- e) IT Acceptable Use Policy
- f) E-Safety Policy

4. **DEFINITIONS**

4.1 Radicalisation: The Institute of Strategic Dialogue defines **radicalisation** as “the process through which an individual changes from passiveness or activism to become more **revolutionary, militant or extremist, especially where there is intent towards, or support for, violence.**”

4.2 Extremism: [The Government New definition](#) of **extremism** states that extremism is “the promotion or advancement of an ideology based on violence, hatred or intolerance, that aims to:

1. negate or destroy the fundamental rights and freedom of others; or
2. undermine, overturn or replace the UK’s system of liberal parliamentary democracy and democratic right; or
3. intentionally create a permissive environment for others to achieve the results in (1) or (2).”

4.3 Prevent Duty Guidance includes a [Glossary of Terms](#) relevant to the Prevent Duty

5. ROLES AND RESPONSIBILITIES

5.1 Responsibility for contacting PREVENT

- a) Any of the following people are responsible to making the decision to contact the Counter Terrorism Team at West Mercia Police if serious concerns are raised about a student:
 - Designated Senior Safeguarding Lead
 - Safeguarding and Prevent Manager
 - Deputy Designated Safeguarding Lead
 - Principal
- b) Any of the following people are responsible for making the decision to contact the Counter Terrorism Team at West Mercia Police if serious concerns are raised about a member of staff:
 - HCA People Manager
 - Principal
- c) Any of the following people are responsible for making the decision to contact the Counter Terrorism Team at West Mercia Police if serious concerns are raised about a person who is not a member of the College, e.g. a guest speaker:
 - Designated Senior Safeguarding Lead
 - Deputy Safeguarding Lead
 - Safeguarding and Prevent Manager

- Vice Principal of Further Education
- Vice Principal of Higher Education
- Principal

5.2 As outlined in Keeping Children Safe in Education 2025 anyone has the right to refer to social care regarding any concerns for an individual. The College gives this right with regards to radicalisation and extremism and anyone can report a concern to West Mercia Police via 101. Where this does occur, please inform the Designated Senior Safeguarding Lead, Deputy Safeguarding Lead and Safeguarding and Prevent Manager with regards to student or member of the public who visits the College and the Personnel Manager with regards to a member of staff.

6. DUTY REQUIREMENTS

6.1 The Prevent Duty requires further education institutions to:

- Work in partnership with, and actively engage with Governors, Principals, managers and leaders, (from the community, mosques etc), and other partners including the police, local support agencies, Prevent, college staff and liaison officers.
- Make sure that all staff have undertaken appropriate training or development and share information across relevant curriculum areas.
- Have clear and visible policies in place for both staff and learners with regard to risk assessment. This should also include policies for events that may take place by staff, student, visitors, external bodies and community organisations. They will also need to be aware of places or areas of learning where learners/staff may be in contact with, or possibility get involved with terrorism.
- Have sufficient support available for welfare and pastoral care according to the individual requirements of each institution. There will also have to be clear guidance and policies available to all on the use of prayer room and other faith- related facilities, and any issues that may occur from the use of these facilities. At HCA, we have 'quiet rooms' on campus for prayer, meditation, reflection and regulation.
- Have policies in place for the use of information technology on the premises and for the use of research in curriculum areas.

6.2 The Prevent Duty states the British Values that are expected to be embedded into the curriculum offer and into the ethos of the College, they are:

- Democracy
- The rule of law

- c) Individual liberty
- d) Mutual respect
- e) Tolerance of those with different faiths and beliefs

6.3 The College will promote British Values within a curriculum and wider context through:

- a) Embedding British Values in the planning and delivery of its curriculum and induction process
- b) Promoting an ongoing dialogue with students relating to aspects of British Values
- c) Actively displaying visual information relating to British Values in virtual and physical spaces

6.4 The College will ensure that all staff are familiar with the Prevent agenda, be able to promote British Values, understand how they can recognise practice and behaviours in students and colleagues and are aware of the course of action to take if they are concerned.

6.5 The College agrees to undertake a prevent self-assessment annually. The prevent self-assessment informs a review and implementation of the prevent policy.

7. SIGNS OF RADICALISATION

7.1 Young people in the UK are potentially vulnerable to engagement with extremist ideologies or to being targeted by extremist organisations. It is important that the College should be aware of these risks and be familiar with the support networks and processes in place to protect vulnerable individuals from becoming radicalised or drawn into terrorism.

7.2 Driving factors behind radicalisation and extremism can include:

- a) Lack of integration and /or polarisation
- b) Identity crisis and /or isolation
- c) Political and/or democratic disenfranchisement
- d) Discrimination
- e) Foreign policy and /or international crises or disputes
- f) Political movements
- g) Ideologies and/or faiths

7.3 There is no stereotype for people who hold extremist views. Vulnerability, isolation and personal grievances added to strong political, religious or social views, can result in a person searching for a cause. People can become vulnerable for many reasons including:

- a) Low self-esteem
- b) Guilt
- c) Loss
- d) Isolation
- e) Family breakdown
- f) Fear
- g) Lack of purpose
- h) Anger
- i) Peer Pressure

7.4 It is not intended to suggest that one or all of these characteristics or circumstances will drive someone to terrorism. But they often lead to a sense of injustice – be that on a personal or more far-reaching scale. Their vulnerabilities or susceptibilities are then exploited towards crime or terrorism by people who have their own agenda. There is no typical gender, age, religion or background that extremists will target, but they use a sense of “Duty”, (belonging to a specific group), “status” (need for reputation) and “Spiritual Rewards” (test of faith) as a way of drawing them in.

7.5 This raises the question of what will those signs of radicalisation look like? They will look a lot like troubling behaviour:

- a) Emotional – angry, mood swings, new found arrogance
- b) Verbal – expressing opinions that are at odds with generally shared values.
- c) Physical – appearance (may include tattoos), change in routine
- d) Embracing conspiracy theories

7.6 Possible signs of radicalisation include:

- a) The individual’s views become increasingly extreme regarding another section of society or government policy.

- b) The individual becomes increasingly intolerant of more moderate views.
- c) The individual expresses a desire/intent to take part in or support extremist activity.
- d) They are observed downloading, viewing or sharing extremist propaganda from the web and other social media platforms
- e) They become withdrawn and focused on one ideology.
- f) The individual may change their appearance, their health may suffer, (including mental health) and they may become isolated from family, friends, peers or social groups.

8. TRAINING AND AWARENESS

8.1 Students

- a) Students will receive regular training and information in order to inform them of, and raise their awareness of, the Prevent agenda as part of:
 - Induction process supported by a range of tutorials/training for students throughout the academic year
- b) Information of the Prevent Agenda and Duty will be promoted to students by inclusion in:
 - FE Student Handbook
 - Student Charter
 - Across the curriculum
 - Visual information (digital and physical)
 - Safeguarding and Child Protection policy and procedures
 - Online induction information
 - Training and development sessions

8.2 Staff

- a) Staff complete safeguarding and prevent training on SMARTLOG.
- b) Staff receive appropriate face to face training from the Safeguarding and Prevent Manager. Face to face training offers a forum for discussion and case study examples to build staff confidence in decision making.

8.3 Governors

- a) College Governors receive updates on safeguarding and child protection matters which include the Prevent agenda. Governors take a proactive role in the Prevent Strategy and receive training and regular reports from the Designated Senior Safeguarding Lead and the Safeguarding and Prevent Manager.

8.4 Partners

- a) The College continues to develop links with external partners in order to remain aware of developments within the Prevent Duty:
 - These include the Lead Prevent contact at the Department of Business, Innovation and Skills, and the Prevent Officer within Herefordshire Council and West Mercia Police Force.
 - The College is represented within the local 'Prevent and Disrupt' group at Herefordshire (West Mercia Police) with the Safeguarding and Prevent Manager attending meetings and receiving regular information about incidents within the county and region.

Appendix: Procedures

1. INTERNAL REFERRAL PROCEDURE

- 1.1 What to do if you believe someone to be at risk of radicalisation:
- a) The College will adopt the ethos of Notice, Check, Share, where there are concerns that an individual may be vulnerable.
- **Notice** - recognition of any changes in behaviour or appearance similar to those outlined above
 - **Check** - Speak with one of the Colleges' safeguarding team, and see what they recommend but trust your instinct if you are still concerned
 - **Share** - Speak to one of the safeguarding team or the Designated Safeguarding Officers about your concerns. Report the concern using My Concern, marking the concern as urgent if you feel the students is in immediate danger. Remember to trust your instinct.
- 1.2 If a student is concerned about another student they should "check" with their course tutor in the first instance and "share" with the Designated Senior Safeguarding Lead/Deputy Safeguarding Leads. The student can send a direct message through the self-referral Safeguarding tile on Student Net or speak directly to the Designated Senior Safeguarding Lead/Deputy Safeguarding Leads and Safeguarding and Prevent Manager if they feel the matter is urgent.
- 1.3 If a student is concerned about a member of staff or a person who is not a member of the College, e.g. guest speakers, they should "check" with their course tutor and "share" with the Designated Senior Safeguarding Lead and Deputy Safeguarding Leads. The student can send a direct message through the self-referral Safeguarding tile on StudentNet or speak directly to the Designated Senior Safeguarding Lead/Deputy Safeguarding Leads and Safeguarding and Prevent Manager if they feel the matter is urgent.
- 1.4 If a member of staff is concerned about a student, they should "check" and "share" by reporting a concern on My Concern and informing the Designated Senior Safeguarding Lead/Deputy Safeguarding Leads and Safeguarding and Prevent Manager directly.
- 1.5 If you are a member of staff and concerned about another member of staff you should "check" with your line manager and "share" with the Personnel Manager.
- 1.6 If you are a member of staff and concerned about a person who is not a member of the College, e.g. a guest speaker, please "check" and "share" with the Designated Senior Safeguarding Lead/Deputy Safeguarding Leads and the Safeguarding and Prevent Manager

- 1.7 College staff should be aware of signs of radicalisation and have the confidence to report their concerns through 'My Concern' Designated Senior Safeguarding Lead, Deputy Safeguarding Leads, Safeguarding and Prevent Manager and if appropriate to their line manager. The Designated Senior Safeguarding Lead/Deputy Safeguarding Leads and the Safeguarding and Prevent Manager will discuss the matter with other Senior Managers and external agencies as necessary.

2. EXTERNAL REFERRAL PROCEDURE

- 2.1 Any concerns that are brought to the attention of the Designated Senior Safeguarding Lead, Deputy Safeguarding Leads and Safeguarding and Prevent Manager will be considered and, where appropriate, reported to Prevent through a referral to the Counter Terrorism Prevent West Midlands Gateway ctugateway@westmidlands.police.uk
- 2.2 The Designated Senior Safeguarding Lead, Deputy Safeguarding Leads and Safeguarding and Prevent Manager may also contact the Prevent Police Officers (prevent@westmercia.police.uk, Tel 01386 591821) and Regional Prevent Co-ordinator West Midlands for Department for Education to advise them that a referral has been submitted or for advice regarding the suitability of a referral.

3. CHANNEL PROCEDURE

- 3.1 Herefordshire County Council have a CHANNEL procedure in place, details of which can be found here: [Safer stronger communities – Herefordshire Council](#)
- 3.2 The CHANNEL procedure is a partnership focused structure and is similar to existing, successful initiatives which aim to support individuals and protect them from harm – such as involvement in drug, knife or gun crime.
- 3.3 CHANNEL is about supporting those most at risk of being drawn into violent extremism and diverting people away from potential threat at an early stage, preventing them from being drawn into criminal activity.
- 3.4 Partnership involvement ensures that vulnerable individuals have access to a wide range of support from diversionary activities through to providing access to specific services such as education, housing and employment. Each multi-agency panel varies according to local circumstances but partners (who are all signed up to an Information Sharing Protocol) can include:
- a) Statutory partners such as education, NHS, probation, housing and the police service
 - b) Social Care
 - c) Children's services (e.g. Common Assessment Framework co-

ordinators)

d) Youth offending services

e) Credible and reliable members of the community

3.5 The College will continue to engage in the CHANNEL process as necessary and will contact the Prevent contact should it have any concerns about a student, member of staff, Governor or visitor.