

Scope: All Staff	Effective Date: November 2024	Responsible: Health, Safety & Wellbeing	Equality Impact Assessment: TBC
Last reviewed: N/A	Next review date: 09 2025	Associated link: Governance and Compliance	

Prevent Policy

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A. Context and scope

1. Section 26 of the Counter-Terrorism and Security Act 2015 places a duty on universities in the exercise of their functions *to have due regard to the need to prevent people from being drawn into terrorism*, and further advice is provided in the government's [PREVENT Duty Guidance](#). York St John University (YSJ) is committed to adhering to this duty.
2. This Policy sets out YSJ's approach to the delivery of its obligations under the Prevent Duty. YSJ recognises that some members of its University community may be at higher risk of being identified as a concern under the Prevent Duty and take steps to mitigate this risk. It is committed to ensuring that this policy is applied fairly, without racial or religious profiling.
3. This Policy shall be reviewed annually.

B. Definitions

1. The following definitions apply to Prevent:
 - An ideology is a set of beliefs.
 - Radicalisation is the process by which a person comes to support terrorism and forms of extremism leading to terrorism.
 - Safeguarding is the process of protecting vulnerable people, whether from crime, other forms of abuse or from being drawn into terrorism-related activity.
 - Terrorism is an action that endangers or causes serious violence damage or disruption and is intended to influence the government or to intimidate the public and is made with the intention of advancing a political, religious or ideological cause.
 - Vulnerability describes factors and characteristics associated with being susceptible to radicalisation.
 - 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.

C. Complying with the Prevent Duty

1. The risk of being drawn into extremist ideologies and radicalisation is a significant safeguarding concern. YSJ regards its Prevent obligations as part of its community safeguarding responsibilities to protect the welfare and safety of its students. The University provides wellbeing support for students through a [range of support services](#).
2. YSJ engages actively with partners, including the police and local authority Prevent coordinators.
3. YSJ provides training on institutional obligations under the Prevent Duty to all staff through its Safe and Supported training module. This training positions Prevent obligations in the context of broader safeguarding obligations.
4. YSJ ensures all relevant policies and procedures reference obligations under the Prevent Duty, and related matters, appropriately.

5. YSJ ensures staff, students and others can report instances of concern, including through the Report and Support platform.
6. YSJ provides support to staff through its University Prevent Lead and Deputy Prevent Leads.
7. YSJ has aligned requirements around Prevent with those around Freedom of Speech, as documented within the Code of Practice on Freedom of Speech and Academic Freedom.
8. YSJ works closely with faith leaders and advisers across a broad range of faiths, aligning with its commitment to support staff and students of all faiths and none.
9. YSJ has completed a risk assessment to assess where and how students might be at risk of being drawn into terrorism, and which is used to drive improvement actions; this is reviewed annually and reported to the Board of Governors as part of the annual Prevent report.

D. Raising Prevent concerns

1. The process to raise Prevent concerns can be found in Appendix A. This information can be requested in an accessible format if required.
2. In cases of Prevent concerns, the University is obliged to share information to address the risk of harm. This may include referral to appropriate external services.

E. Key roles and responsibilities

Contact details

1. Non-emergency contact details can be found in Appendix B.
2. In an emergency first call the Emergency Services on 999.

University Prevent Lead

3. The University Secretary and Registrar is the University Prevent Lead and has lead responsibility for managing obligations under the Prevent Duty.

Deputy Prevent Leads

4. Deputy Prevent Leads support the University Secretary and Registrar in their work around Prevent.
5. Deputy Prevent Leads include the Head of Governance and Compliance, the Student Casework Manager, the Head of Campus and Residential Services and the London Campus Manager.

Local Safeguarding Officers (LSOs)

6. The University will keep a register of Local Safeguarding Officers (LSOs), who also provide support around Prevent, on the [staff intranet page](#).
7. LSOs:
 - a. Provide first line support and advice on safeguarding issues, including those related to Prevent.
 - b. Highlight and promote best practice relating to safeguarding and Prevent.
 - c. Undertake appropriate safeguarding and Prevent training.
 - d. Ensure appropriate local procedures are in place.
 - e. Ensure appropriate information in age-appropriate language is provided to people for whom the University is responsible.
 - f. Oversee relevant training needs on safeguarding and Prevent.
 - g. Establish and develop links with relevant organisations, e.g. with the safeguarding lead in a school or with the employers of students completing apprenticeships.
 - h. Report to the USO and University Prevent Lead.
8. The LSOs meet bi-annually with the USO, DSO and Deputy Prevent Leads to share information, discuss any new developments, consider relevant data and insights and share best practice. They complete training that equips them to carry out their role effectively.

F. Other relevant policies

Staff

[Acceptable Use of IT Services Policy](#)

[Code of Practice on Freedom of Speech and Academic Freedom](#)

[Dignity at Work Policy and Procedure](#)

[Equality, Diversity and Human Rights Policy](#)

[Health, Safety and Wellbeing Policy](#)

[Report and Support Platform](#)

[Safeguarding Policy](#)

[Whistleblowing Policy](#)

Students

[Acceptable Use of IT Services Policy](#)

[Code of Practice on Freedom of Speech and Academic Freedom](#)

[Equality, Diversity and Human Rights Policy](#)

[Report and Support Platform](#)

[Student Dignity and Respect Policy](#)

[Student Disciplinary Policy and Procedure](#)

[Whistleblowing Policy](#)

Appendix A: Raising concerns process

The following steps should be taken if you have concerns that a student or member of staff is at risk of being drawn into terrorism.

1. If a person is in immediate danger or at risk of harm to themselves or others, first call the emergency services on 999. You should then contact security. You should inform the University Prevent Lead or a Deputy Prevent Lead as soon as possible.
2. In all other situations when you have received information which suggests that a student or member of staff is at risk of being drawn into terrorism:
 - a. Listen to what is being said, ask relevant questions, write down what you have been told and record your actions.
 - b. Inform the person about whom you have concerns that you need to pass the information on to those who need to know.
 - c. Consult with your line manager, an LSO, a Deputy Prevent Lead or the University Prevent Lead.
 - d. If necessary, make a report to the University Prevent Lead or a Deputy Prevent Lead as soon as you are able. The University's [reporting form](#) should be used where possible.
 - e. The University Prevent Lead or a Deputy Prevent Lead will consider any action required. This may include seeking confidential advice from a relevant external agency, including making any necessary external referrals.
3. Out of hours, if the University Prevent Lead cannot be contacted, you may need to contact the police.
4. Any concerns about the University Prevent Lead should be taken to the Vice Chancellor. Any concerns about the Vice Chancellor should be taken to the Chair of the Board of Governors.

Appendix B: Non-emergency contact details

If a person is in immediate danger or at risk of harm to themselves or others, first call the emergency services on 999.

Service	Contact Details
Security - Lord Mayor's Walk	01904 876444 or Call/text 07885 201182
Security - London (Security Office 'Republic')	0207 712 0039
University Safeguarding Officer and University Prevent Lead	Kathryn Kendon, University Secretary and Registrar k.kendon@yorks.ac.uk 01904 876027
Deputy Safeguarding Officer	Rumnique Gill, Director, Student Success and Learning Services r.gill@yorks.ac.uk 01904 876795
Deputy Prevent Leads	Mia Bryden, Head of Governance and Compliance m.bryden@yorks.ac.uk Helen Bowie, Student Casework Manager h.bowie@yorks.ac.uk 01904 876268 Iain Pullar, London Campus Manager i.pullar@yorks.ac.uk Sue Waller, Head of Campus and Residential Services s.waller@yorks.ac.uk 01904 876642
Students' Union	Donna Smith, Chief Executive d.smith@yorks.ac.uk 01904 629816
Local Safeguarding Officers	See intranet page
City of York Safeguarding Children Partnership (CYSCP)	www.saferchildrenyork.org.uk 01904 555650 cyscp@york.gov.uk
City of York Multi-Agency Safeguarding Hub (MASH)	01904 551900 (referrals Monday – Friday office hours) Emergency duty team telephone: 01609 780780 Forms can be found on the CYSCP website .
Tower Hamlets Safeguarding Adults Board	Safeguarding Adults Board (towerhamlets.gov.uk)
Police	In an emergency, call 999. In a non-emergency, contact 111.
NSPCC: report a concern	Report a Concern: 0808 800 5000 Leeds Hub: 0127 438 1440 London Hub: 020 3772 9905