



Greenbank Prevent Policy

Document History			
Author	Mary Beaumont	Ref and Document Version	Greenbank Prevent Policy 2023/2024 V7_SD180923
Reviewed by	Stuart Davies	Review Date	25/09/25
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Commitment

The Greenbank Project (referred to as Greenbank) is committed to the PREVENT Duty and will ensure that all students, volunteers and staff are informed of the signs of radicalisation, and equipped with the knowledge to help prevent people being drawn into terrorism.

Greenbank expects all students, volunteers, staff and Board of Trustees to share this commitment.

Background

The prevent duty guidance April 2021 updated September 2023 placed a statutory duty on FE providers to have 'due regard to the need to prevent people from becoming terrorist or supporting terrorism' (Counter Terrorism and Security Act 2015 updated 2021&2023)

It is essential that provider staff, volunteers, students and visitors can identify any individuals who may be vulnerable to radicalisation and know what to do when they are identified.

Legislation and Procedures

This policy document is based on the following legislation and supporting government guidance.

- Keeping Children Safe in education (DFE 2021)
- Counter Terrorism and Security Act, 2015 Updated 2021&2023
- Prevent Duty Guidance updated September 2023

The above is supported through the following internal policies and procedures:

- IT policy
- Social media guidance
- Cause for concern procedures
- Information sharing protocol
- External speakers
- Critical incident procedure

Aim of the Policy

The aim of the Prevent Policy is to reduce the threat to the UK from terrorism by preventing people becoming terrorists or supporting terrorism. In the Act this has simply been expressed as the need to "prevent people from being drawn into terrorism".

The Policy has three specific strategic objectives:

- respond to the ideological challenge of terrorism and the threat we face from those who promote it.
- prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support
- work with sectors and institutions where there are risks of radicalisation that we need to address.

Scope

For the purpose of clarity, this policy applies to all volunteers and staff regardless of position or employment status, employment location and whether on site or remote working. The policy also applies to volunteers and Governors including working arrangements with the local authority and external referral agencies.

Oversight and responsibilities

Responsibility for this policy rests with all staff under the overall guidance of the designated Safeguarding Lead (DSL).

The DSL has overall responsibility for raising awareness amongst staff relating to the safety and welfare of young people including vulnerable adults, and the promotion of a safe and inclusive environment on all provider delivery sites and including through any e-learning portal and remote learning.

The DSL & Prevent Lead will:

- Work in partnership with the local authority safeguarding board The Local prevent Team and the Prevent Lead
- Work in partnership with the Police Prevent Lead.

Staff, Volunteer and Governor Training

The statutory guidance requires training for Prevent awareness training to equip staff, volunteers and Governors to identify individuals at risk of being drawn into terrorism and to challenge extremist ideas. The Home Office has developed a core training product for this purpose Prevent Duty Training a free online course covering the following:

- Prevent Awareness course (for all staff)
- Prevent Referrals course (DSL & prevent lead)
- Channel & prevent multi agency panel PMAP (DSL & Prevent lead)

Prevent training is also provided from the Local authorities who attend the college and provide workshops and updates on prevent.

The prevent lead attends the Liverpool Prevent Advisory group (LAPG) meeting and provides updates and feedback to all staff during in house training and notice boards

This policy requires all staff, volunteers and Governors receive update training every 2 years to cover revisions to the government statutory requirements and on any local issues as advised by the local authority, police or external agency.

Prevent Referrals

Any concerns relating to Prevent should be made to a member of the Safeguarding Team, typically the Safeguarding Lead or assigned Safeguarding officer or in their absence the Prevent Lead. The DSL (or in their absence the Prevent lead) will liaise with the Local Authority and/or Police Team as appropriate.

Risk Assessment

The Greenbank Project conducts a regularly reviewed Prevent Risk Assessment and associated Action Plan (see appendix 1).

The Greenbank Project's overall Risk Assessment is constructed and reviewed by the Senior Leadership Team (SLT) drawing in commentary and responsibility for actions from other members of volunteers and staff as appropriate.

The Risk Assessment and Action Plan and a note of any referrals will be monitored at designated Board meetings and reviewed annually. Matters of serious concerns will be reported by the DSL directly to the CEO and Chair.

Specific activities which promote the Prevent Policy

- Additional Training sessions and Guest Speakers on Prevent issues.
- Taking opportunities to embed British values into lesson planning and delivery and College enrichment sessions. (These values are defined as; democracy, the rule of law, individual liberty and mutual respect and tolerance of those of different faiths and beliefs).
- Risk assessing on activities and events which may pose a risk of radicalisation, include the presence of visiting speakers.
- Ensuring Prevent is within the protective work we do to safeguard our students, visitors, volunteers and members of staff.
- Promoting Equality and Diversity throughout the organisation.
- Logging and monitoring Prevent referrals.
- Regular monitoring and review of this policy.

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Agreed by Greenbank Board of Trustees



Dr Alan Irving, Chairman

Appendix 1

Prevent Risk Assessment

LOCATION: Greenbank College & Sports Academy

ASSESSED BY: Senior Management Team

Identified Hazard	Persons Exposed to Risk	Existing Precautions	Additional Precautions Required	Responsible Person	Risk level Low, Med, High	Residual risk rating WC
Students or staff being drawn into extremism or terrorism	<ul style="list-style-type: none"> Staff Volunteers Students Parents & Carers Visitors Subcontractor 	<ul style="list-style-type: none"> CCTV, digital register, firewall and monitored IT network. Staff induction and training including safeguarding and Prevent, Staff vigilance, whistleblowing Staff supported with remote working protocols to ensure safety is maintained. Home visits protocols in place for anyone flagged as safeguarding risk Seek advice from Liverpool Prevent Lead and Northern Regional Security Continuous training of staff members to help identify 	<p>Ensure Prevent message is clearly understood by students at all levels of study.</p> <p>All staff remain alert and an open access for concern reporting via CPOMS.</p>	<p>Curriculum Manager</p> <p>Designated Safeguarding Lead (DSL)</p> <p>DSL/Prevent Lead</p>	Medium	B3

Identified Hazard	Persons Exposed to Risk	Existing Precautions	Additional Precautions Required	Responsible Person	Risk level Low, Med, High	Residual risk rating WC
		vulnerable students being radicalised		DSL/Prevent Lead DSL/Prevent Lead		
Production of and dissemination of radical, extremist or terrorism related material or internet resources either externally or using Greenbank IT systems	<ul style="list-style-type: none"> • Staff • Volunteers • Students • Parents & Carers • Visitors • Subcontractor 	<ul style="list-style-type: none"> • Digital register, firewall and monitored IT network. • Staff cover these topics in sessions. • Staff and volunteers inducted and supported in remote safe working practices. • Students inducted in safe working practices whilst working practices both onsite and remotely. 		MI Systems Manager	Low	B3
Act of terrorism or extremism	<ul style="list-style-type: none"> • Staff • Volunteers • Students • Parents & Carers • Visitors • Subcontractor • Governors 	<ul style="list-style-type: none"> • All staff, volunteers and students wear ID badges • All staff and volunteers have DBS checks • All staff and volunteers undergo safeguarding and prevent training. Staff and volunteers vigilance and responsibility to report any concerns. Posters displayed prominently on both sites. 	<p>Blinds to front windows – inform staff using these classrooms not to pull up blinds.</p> <p>Security risk assessment to be carried out for each room within the college premises with recommendation on Action</p>	<p>Estate Advisor</p> <p>Health & Safety Advisor</p>	<p>Low</p> <p>Medium</p>	<p>A3</p> <p>A3</p>

Identified Hazard	Persons Exposed to Risk	Existing Precautions	Additional Precautions Required	Responsible Person	Risk level Low, Med, High	Residual risk rating WC
		<ul style="list-style-type: none"> • All students attend sessions on British values, safeguarding, internet safety and Prevent. • New door entry system in place; access only with permission and by agreement with CEO. • New video camera and monitoring system in place. • Students reminded of safe working practices whilst working remotely. • Staff and volunteers issued with car parking passes. • Records kept of all staff and volunteer car details • Reception keep record of all vehicles visiting the site by booking in system (Entry Sign) 	to be taken in the event of an Attack/Incident			
Access to Greenbank by external influencers; speakers or disseminators of literature	<ul style="list-style-type: none"> • Staff • Volunteers • Students • Parents & Carers • Visitors • Subcontractor 	<ul style="list-style-type: none"> • Speakers and visitors by invitation only. • Speakers given brief and share resources being used. • ID on arrival; asked about safeguarding/DB. • Staff presence within sessions. 	All contractors accompanied, follow existing protocols	Estate Advisor	Low	B3

Identified Hazard	Persons Exposed to Risk	Existing Precautions	Additional Precautions Required	Responsible Person	Risk level Low, Med, High	Residual risk rating WC
Public image and reputational damage	<ul style="list-style-type: none"> • Staff • Students • Parents & Carers • Visitors • Subcontractor 	<ul style="list-style-type: none"> • Electronic mail, internet and intranet policy and social media policy. • Staff code of conduct • Greenbank Marketing Plan • Weekly CEO/Chair of Trustees meeting 	Control Media release in case of an Incident	CEO	Low	B3

Abbreviations: **COSHH**/Control of Substances Hazardous to Health. **PPE**/Personal Protective Equipment, **R/A**/Risk Assessment
WOC/Without Controls, **WC**/With Controls. **N/A**/Not Applicable, **DBS**/Disclosure & Barring Service, **W/C**/Water Closet,
LSW/Learning Support Worker, **GB**/Greenbank, **GSA**/Greenbank Sports Academy, **AS**/Academy Staff, **CS**/College Staff
FV/Facility Visitors/Customers, **CCTV**/Close Circuit Telly Vison, **ID**/Identification

Hazard Rating:

A = Fatality, major injury, major damage, major loss to property/equipment

B = Over 3 day injury, damage to property / equipment (in excess of £1000.00)

C = Minor injury, minor damage to property / equipment

Risk Rating:

1 = Extremely likely to occur

2 = Frequent / often / likely to occur

3 = Slight chance of occurring

Date: 25/09/2025

Assessors Name: Stuart Davies

Signed:



