

Procedure 6.16 Prevent Duty: Risk Assessment & Action Plan Template

No	Prevent Vulnerability/Risk Area	What is already done/being done? (& evidence)	What still needs to be done?	By when?
1	Leadership Are owner / senior managers / aware of and had training in their 'Prevent Duty' responsibilities?	All staff at operational level, including senior managers have received training (see point 3 below).	The Prevent Lead needs to ensure staff have regular updates on prevent duty responsibilities and that any new staff are given information on prevent and British values during induction training	Jan 2021
2	Internal and external contacts (a) Has internal Prevent lead been appointed? Is person known to all? (b) Has that person made contact with local police/local authority prevent coordinator and got contact details?	<p>Yes, Burcu Selin Doyan (Academic Quality Coordinator) received Prevent Duty level 2 Training and has been appointed as Prevent Lead for Docklands Academy London. She has been known to all at Docklands Academy London.</p> <p>Burcu Selin Doyan contacted the local Limehouse Police Station to find out the requirements to be appointed as a Prevent Lead and got a contact name and number from the local prevent coordinator.</p> <p>Jasmin Phillips Prevent Education Officer, London Borough of Tower Hamlets Community Safety and the Officer was contacted and she replied as; "There are no additional training provided by the Council in regards to becoming a Prevent Lead. This is something the institution would decide internally. However, I am happy to deliver Prevent training if that would be helpful. Alternatively there is e-learning in my</p>	<p>The contact details are as follows and kept safe in our records.</p> <p>Jasmin Phillips Prevent Education Officer London Borough of Tower Hamlets Community Safety 6th Floor - Mulberry Place 5 Clove Crescent London E14 2BG</p> <p>Mob: 07984 277158 Phone: 0207 364 2414 Email: jasmin.phillips@towerhamlets.gov.uk Web: www.towerhamlets.gov.uk</p>	

		signature. There are also resources on educateagainsthate.com ".		
3	Training Do all staff & homestays/sub-contractors have awareness of key Prevent points: i) what it is and its aim ii) how to recognise vulnerable students who might be drawn to extremism iii) know core British values iv) be ready to exploit opportunities to exemplify them v) be ready use them to challenge extremist statements vi) know to report when they have concerns about anyone, and who to report to?	The Academic Quality Coordinator completed online 'Prevent Duty' training. 'Prevent' is part of staff induction, so all DAL Team including contractors are subject to completing online "Prevent Duty" and also "Safeguarding" training. Records are kept in staff files. Accommodation providers and group leaders were also informed about the key prevent points.	The prevent officers need to make sure all staff are updated with workshops and information on key prevent points yearly.	Jan 2021
4	Welfare support Does the provider have sufficient welfare support, especially for vulnerable students? Can the provider direct students to moderate places of worship if requested?	Yes, the Academy has a Welfare and Safeguarding Officer. Moderate places of worship are known to the Academy and advice is available to students on request.		

5	Prayer and faith facilities Are these well managed and being used appropriately?	Yes, the Academy allows the use of empty classrooms for a designated prayer room if required. This is managed by the Welfare and Safeguarding Officers and always used appropriately.		
6	Safeguarding Does the provider have policies (or included in safeguarding policy) to protect its students from access to extremist materials, e.g. a) Online safety Reference to Prevent duty / filters to restrict extremist websites / info to and contract with staff & students about accessing extremist material on personal IT / response for failing to follow policy b) Materials displayed Student handouts/notices posted on campus, especially those not in English to be checked? c) Outside speakers / sub-lets Are outside users of the campus / facilities appropriate? What is procedure for checking?	These policies/procedures have been included in the Academy's Procedure 5.2 on Pastoral care and CIAG point 7 on Safeguarding Procedures and are being implemented.		
7	Campus security How are entrances / exits managed safely for access by non-students/staff? Are staff/students easily identified?	The only entrance to the premises is monitored at all times by the receptionist. All visitors are required to sign in and out. The Academy maintains biometric attendance data for staff and English students. The Academy has CCTV. The Academy has emergency fire		

	What additional security measures are in place?	exits.		
8	Serious incident management Is there an Emergency Action Plan (EAP) showing how to respond in the event of a serious incident on or off campus?	Yes		
9	Polices and procedures Are above points covered in existing safeguarding procedure? Do procedures include record keeping procedures (e.g. training / concerns / referrals to outside agencies)?	All key points are included in the Safeguarding procedure. The relevant policy was last updated in December 2019		Jan 2021