

Prevent Policy

Policy Details			
Policy Owner	Head of Student Services		
CE Sponsor	Deputy Principal		
Date created this year	April 2026		
Version:	Approved by:	Date approved:	To be reviewed:
3	College Executive	22/04/2026	March 2027
3	Curriculum & Quality Committee	30/04/2026	April 2027
3	Corporation Board	07/05/2026	May 2027

Version Control	
Version Number	Changes from previous 12 months policy
3	CTLP meeting changed to 6 monthly, no longer quarterly
	Reference date change the updated "Channel doc" last updated 2025
	Prevent Action Plan overseen by Safeguarding Committee – Chaired by Deputy Principal and DSL
	Removal of reference to SLT as the group that oversee Prevent
	Grammatical changes
	Removal of duplication
	Updated contacts in internal contacts Appendix 4
	Updated email address for police.uk in Appendix 4
	Renamed to Prevent Policy from Prevent Strategy, following recommendation from Governors.

Equality Impact Assessment Tool

Name of Policy: Prevent

		Yes/No	Comments
1	Does the policy/guidance affect one group less or more favourably than another on the basis of:		
	Race or ethnicity	No	
	Disability	No	
	Gender	No	
	Religion or belief	No	
	Sexual orientation	No	
	Age	No	
	Marriage and Civil Partnership	No	
	Maternity and Pregnancy	No	
	Gender Reassignment	No	
2	Is there any evidence that some groups are affected differently?	No	
3	If you have identified potential discrimination, are any exceptions valid, legal and/or justifiable?	N/A	
4	Is the impact of the policy/guidance likely to be negative/	No	
5	If so, can the impact be avoided?	N/A	
6	What alternatives are there to achieving the policy/guidance without the impact?	N/A	
7	Can we reduce the impact by taking different action?	N/A	

Colchester Institute Prevent Policy

1. Prevent and Radicalisation

Radicalisation is the process by which a person comes to support terrorism and forms of extremism leading to terrorism. All colleges are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015 (the CTSA 2015), in the exercise of their functions, to have “due regard” to the need to prevent people from being drawn into terrorism”. This duty is known as the Prevent duty.

The Prevent duty is seen as part of the College’s wider safeguarding obligations.

The Counter-Terrorism and Security Act 2015 also places a duty on local authorities to ensure Channel Panels are in place. The panel must include the local authority and chief officer of the local police. Panels will assess the extent to which identified individuals are vulnerable to being drawn into terrorism, following a referral from the police, and where considered appropriate and necessary consent is obtained, arrange for support to be provided to those individuals. The Act requires partners, which includes FE Colleges, to co- operate with the Channel Panel in the carrying out of its functions and with the Police in undertaking the initial assessment as to whether a referral is appropriate. The reviewed Prevent Duty guidance published in 2023 strengthens Prevent as a Safeguarding issue.

2. Aim of the Policy

The aim of this policy is to outline our approach to supporting the national ‘Prevent’ Agenda linked to the safeguarding of our students, apprentices, and staff. This policy is written with reference to the Prevent Duty 2023.

For safeguarding procedures for students and apprentices who may be at risk or vulnerable to radicalisation please follow the Safeguarding Policy.

3. Objectives

- 3.1 To sustain, develop and reinforce awareness of Prevent in the College.
- 3.2 To recognise current practice which contributes to the Prevent agenda.
- 3.3 Identify areas for improvement against the Prevent Agenda.
- 3.4 To maintain a coordinated action plan to address the identified areas for improvement.

4. Commitment to Prevent

- 4.1 Colchester Institute adhere to national guidance when carrying out its Prevent and Safeguarding duties.
- 4.2 Colchester Institute will engage with the Channel Panel, Prevent Police Engagement Officer for Radicalisation and Counter Terrorism Local Profile Meetings as required.
- 4.3 At Colchester Institute concerns that a student, apprentice, or staff member may be vulnerable to radicalisation is a Safeguarding concern and the Safeguarding procedures, detailed in the Safeguarding Policy, must be followed.

- 4.4 Student safety and wellbeing is paramount.
- 4.5 The College will also promote the ethos of the Prevent agenda by a robust personal development programme which provides opportunity for students to understand how to engage with society, be active and engaged citizens, preparing them for life.
- 4.6 The College encourages free and open debate but challenges extreme views. It will encourage through its classroom practice, personal development programme and induction activities, a belief and commitment to British Values, Respect, Equality, Diversity and inclusion.
- 4.7 The College will not host or allow its premises to be used by extreme groups and will seek to prevent the distribution of extreme literature.
- 4.8 The College has a legal responsibility to forbid the promotion of partisan political views in the teaching of any subject in the College and must take steps as are reasonably practicable to secure that where political issues are brought to the attention of students, they are offered a balanced presentation of opposing views. Promotion of any organisations linked to violent extremism is contrary to the values of the Colleges and could constitute misconduct.
- 4.9 The College will provide appropriate support through its own staff and by referral to external agencies, for any student or apprentice vulnerable to radicalisation.

5. The Prevent Agenda – National Picture

- 5.1 Prevent is 1 of the 4 elements of '[CONTEST](#)', [the government's counter-terrorism strategy](#). The 4 elements are: Pursue, Protect, Prepare and Prevent. It aims to stop people becoming terrorists or supporting terrorism.
- 5.2 The Government Prevent agenda responds to the ideological challenge we face from terrorism and aspects of extremism, and the threat we face from those who promote these views.
- 5.3 It provides practical help to prevent people from being drawn into terrorism and ensure they are given appropriate advice and support.
- 5.4 It works with a wide range of sectors (including education, criminal justice, faith, charities, online and health) where there are risks of radicalisation.
- 5.5 It covers all forms of terrorism, including far right extremism and some aspects of non-violent extremism.
Source: <https://www.gov.uk/government/publications/prevent-duty-guidance>.

6. The Prevent Agenda – Context

The Government's document Channel: Protecting People susceptible to radicalisation (updated 2025) says "There is no single pathway to being radicalised. There are many factors which can, either alone or combined, lead someone to subscribe to extremist ideology, and thereafter be drawn into or become an advocate of terrorism. These factors often include exposure to radicalising influences, real and perceived grievances (often created or exacerbated through grievance narratives espoused by extremists), and a person's own susceptibility."

The College's understanding of risks in our local context is informed by regular engagement with the Prevent Lead for Further and Higher Education in Essex and the six-monthly presentation by the East of England Counter-Terrorism Local Profile (CTLP).

The vulnerability assessment framework included in the above document details, 'psychological hooks' who might be susceptible to radicalisation. Guidance material for Prevent suggests that students/staff who show the following characteristics might be at risk of being drawn into radicalisation:

- susceptibility to indoctrination;
- being at a transitional time in life;
- a need for identity, meaning and belonging;
- being influenced or controlled by a group;
- feelings of grievance and injustice;
- feeling under threat due to recent conflict or absent family relationships;
- mental health issues which are not being addressed;
- a desire for status; a desire for excitement and adventure;
- a need to dominate others; a desire for political or moral change.

7. Current College practice which contributes to Prevent

- 7.1 All College staff are committed to safeguarding our students and apprentices which includes a commitment to referring safeguarding and prevent/radicalisation concerns to the Safeguarding team.
- 7.2 The College Prevent Policy and Action Plan are overseen by the Safeguarding Committee, chaired by the Deputy Principal and Designated Safeguarding Lead.
- 7.3 The College Safeguarding Policy incorporates the Prevent agenda in section 8 to locate it within all the protective work we do to safeguard our students, apprentices, visitors, and members of staff. Concern or vulnerability to radicalisation is a safeguarding concern.
- 7.4 The College has an established and embedded Welfare and Safeguarding Team to support students.
- 7.5 Referral pathway for radicalisation concerns made by Safeguarding Officers is robust.
- 7.6 Staff understanding of what to do if they have a Safeguarding/radicalisation concern is robust.
- 7.7 A separate document is issued to employers on Safeguarding and how they can contact the College Safeguarding Team if they have any concerns about apprentices or if they need advice.
- 7.8 The College has links with and regularly engage with the regional Prevent Coordinator - David Layton Scott and local Police Prevent Team for consultation and advice.
- 7.9 The Head of Student Service and DDSL is the main contact for Colchester Institute for Local Counter Terrorism Profile Meetings and Channel Panel.
- 7.10 Awareness of the Prevent agenda exists in Sub-Contracted Provision.

- 7.11 A flow chart and contact details have been given to the College Leadership and Management Group on the internal Prevent processes and contacts.
- 7.12 Guidelines and policies have been centrally written for the use of visiting speakers within the college and have been updated for cross-college events and as part of any external lettings.
- 7.13 Prevent is a mandatory personal development tutorial topic for all students. Study Programme learners will cover the topic within Personal Development sessions, Apprentices undertake Side by side training and discuss Prevent with their assessor or development coach and adult learners receive Prevent as part of their induction and access **YouMatter** – an online platform, for further Prevent, British Values and Personal Development topics.
- 7.14 British Values is a mandatory personal development tutorial topic for all students on a Study Programme.
- 7.15 Prevent and British Values are included in the Induction video for Adult Learners.
- 7.16 Bespoke posters aimed at Adult Learner, raising awareness of Prevent are within the Adult Skills Centres.
- 7.17 Apprentices undertake the Side by Side – Education Training Foundation (ETF) Online Prevent Modules. Adult Apprentices undertake ETF Prevent training.
- 7.18 Employers recruiting apprentices are asked to adhere to this policy, whilst assessors raise awareness of Prevent with apprentices as part of their 8-12 weekly progress reviews.
- 7.19 The College Personal Development Co-ordinator develops planned resources and devises new resources based on events/situations that occur and are topical, this role also offers support to delivery staff in delivering topics of a sensitive nature.
- 7.20 The College's critical incident procedure has been agreed by Senior Management and communicated to the managers and teams.
- 7.21 The College practice the critical incident procedure a minimum of once per year, per campus.
- 7.22 All College staff and Governors undertake Prevent training at Induction, which is refreshed every 3 years.
- 7.23 All College staff and Governors undertake Safeguarding training including the referral process and specific separate Prevent training looking at Prevent and vulnerability (signs and behaviours) which is refreshed every 3 years.
- 7.24 Staff receive an annual Safeguarding update which includes a section on Prevent to remind, refocus and update on the topic.
- 7.25 Staff training for Prevent (online) is monitored and managers are able to review compliance rates through Power Bi HR reports. This includes training that is due a refresh in the next 3 months.
- 7.26 Overview of whole workforce compliance with training is monitored by the Director of People and Culture and the DSL and reported to the Curriculum and Quality Committee in the Safeguarding Report.

- 7.27 Governor training for Safeguarding and Prevent is regularly monitored by the People and Culture Team, Deputy Chief Executive who liaises with the Head of Governance.
- 7.28 Visual awareness of Prevent, British Values and Safeguarding has been implemented via posters and information cards for students and visitors, demonstrating the College's commitment to raising awareness.
- 7.29 The College has a Quiet Reflection room which is well utilised by students and staff.
- 7.30 Reference to the process of inviting external guest speakers to the College is included in the Vetting Checks and Single Central Register Policy in addition to the stand-alone protocol: Freedom of Expression and Guest Speaker Protocol.
- 7.31 Campus safety has been strengthened by a focus on categories of people onsite including the colour coding of visitor lanyard.

8. Promotion and Awareness of the Policy

The policy is available to all staff on the College internal portal, when significant amendments are made in review the approved policy is communicated to staff by email.

9. Review of the Policy

The policy will be reviewed at least annually to reflect the progress of the supporting Prevent Action Plan and include any changes to statutory guidance and training.

10. Linked Policies and Documents

- Prevent Risk Assessment and Action Plan
- Safeguarding Policy
- Diversity, Equity, and Inclusion Policy
- Learner Professional Expectations and Conduct Policy
- Staff Code of Conduct
- Disciplinary Policy (Staff)
- Health and Safety Policy
- E-Safety Policy for Students

Appendix 1 - Glossary of terms from the Prevent Duty Guidance

‘Having due regard’ means that the authorities should place an appropriate amount of weight on the need to prevent people being drawn into terrorism when they consider all the other factors relevant to how they carry out their usual functions.

‘Extremism’ (2024 definition) has been defined as the promotion or advancement of an ideology based on violence, hatred or intolerance, that aims to:

1. negate or destroy the fundamental rights and freedoms of others; or
2. undermine, overturn or replace the UK’s system of liberal parliamentary democracy and democratic rights¹; or
3. intentionally create a permissive environment for others to achieve the results in (1) or (2).

‘Interventions’ are projects intended to divert people who are being drawn into terrorist activity. Interventions can include mentoring, counselling, theological support, encouraging civic engagement, developing support networks (family and peer structures) or providing mainstream services (education, employment, health, finance, or housing).

‘Non-violent extremism’ is extremism, as defined above, which is not accompanied by violence. ‘Prevention’ in the context of this document means reducing or eliminating the risk of individuals becoming involved in terrorism. *Prevent* includes but is not confined to the identification and referral of those at risk of being drawn into terrorism into appropriate interventions. These interventions aim to divert vulnerable people from radicalisation.

‘Radicalisation’ refers to the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups.

‘Safeguarding’ is the process of protecting vulnerable people, whether from crime, other forms of abuse or (in the context of this document) from being drawn into terrorist-related activity.

‘Terrorism’ The current UK definition of terrorism is given in the Terrorism Act 2000 (TACT 2000). In summary this defines terrorism as an action that endangers or causes serious violence to a person/people; causes serious damage to property; or seriously interferes or disrupts an electronic system. The use or threat must be designed to influence the government or to intimidate the public and is made for the purpose of advancing a political, religious, or ideological cause.

‘Terrorist-related offences’ are those (such as murder) which are not offences in terrorist legislation, but which are judged to be committed in relation to terrorism.

‘Vulnerability’ describes the condition of being capable of being injured; difficult to defend; open to moral or ideological attack. Within *Prevent*, the word describes factors and characteristics associated with being susceptible to radicalisation.

‘Visiting Speakers’ this relates to all visitors who are invited into the college to delivery sessions to learners, participate in enrichment activities or contribute to learner events.

Appendix 2 – Operational Safeguarding Group – Linked to Prevent – to meet when required in line with the Terms of Reference below.

(Others may be co-opted as appropriate)

- **Deputy Principal and DSL** (CLMG, SLT and CE Member)
- **Head of Student Services and DDSL** (CLMG Member)
- **Director of Estates** (or delegated deputy) (CLMG and SLT Member)
- **Director of People and Culture** (for staff concerns only) (CLMG and SLT Member)

Terms of Reference for the Operational Safeguarding Group linked to Prevent.

- Review of any Visiting Speakers / events where a risk assessment would indicate concerns.
- Review of external bookings/external hire requests
- Risk assessment for staff cases linked to Prevent

The Deputy Principal will provide regular updates to the Principal and Chief Executive and Governors on Prevent.

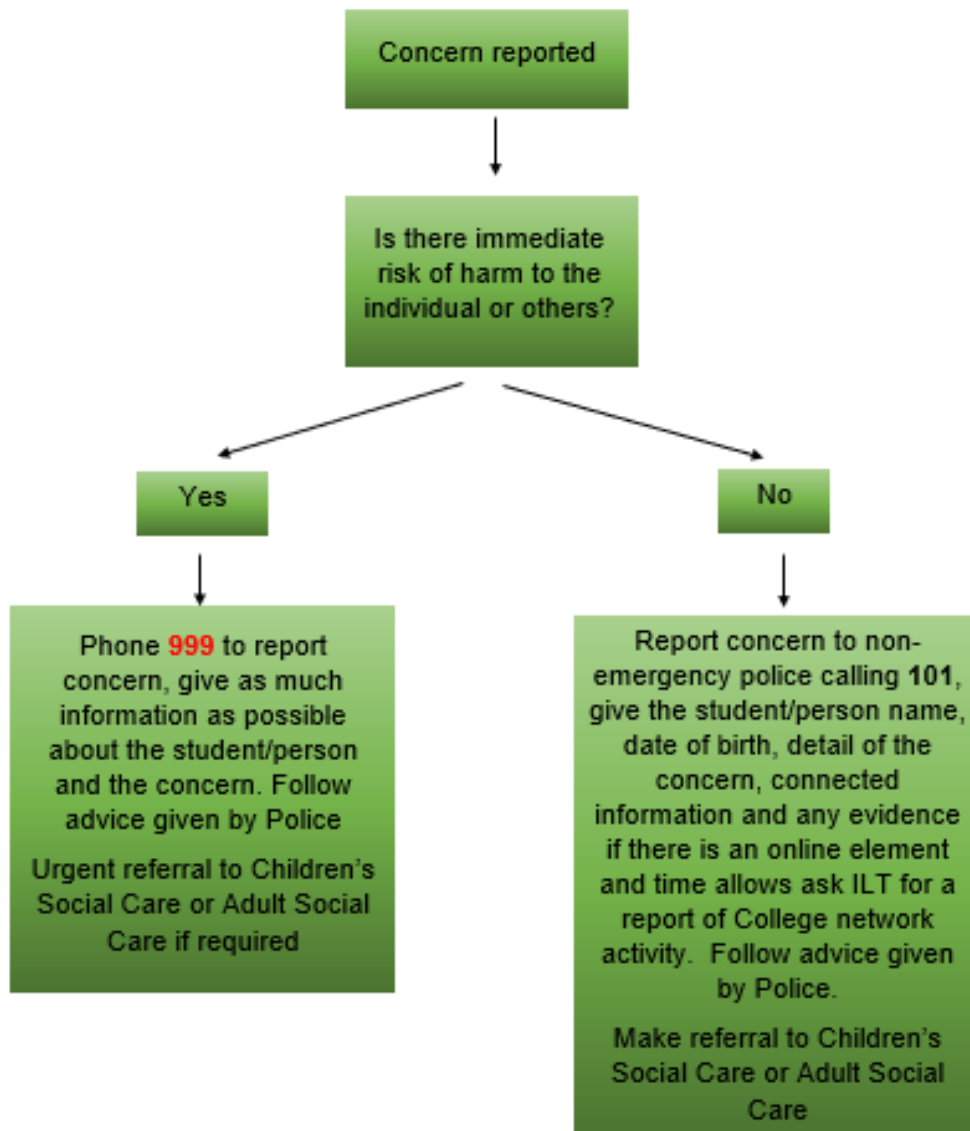
Appendix 3 - Freedom of Expression

Universities and colleges have obligations under education law to protect and promote freedom of speech on their premises, as far as is reasonably practicable within the law, and are institutions where openly debating challenging ideas is expected. Thus, the limitations on freedom of expression that universities can lawfully impose will be less than in the context of schools.

Source: Equality and Human Rights Commission Freedom of Expression Legal Framework, P.22

Flowchart for CLMG and Governors

Radicalisation concerns in the absence of a Safeguarding Officer or Prevent Lead



Please keep all notes of who you speak to including the incident number and inform a Safeguarding Officer (list available on the portal) at the next possible opportunity. For concerns which occur on Evening Duty, this will be the next working day.