



WETHERBY
PREPARATORY SCHOOL

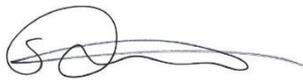


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Wetherby Preparatory School
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Prevent Duty Risk Assessment

Policy reviewed by:	Stephen Blundell
Review date:	July 2021
Submission date:	July 2021
Policy actioned from:	September 2021 – August 2022
Next review date:	June 2022
Reviewer's signature:	
Headmaster's signature:	

Circulation: This policy is addressed to all members of staff and volunteers and is available to parents on request. It applies wherever staff or volunteers are working with the boys.

Please note: 'School' refers to Wetherby Preparatory School and 'parents' refers to parents, guardians and carers.

No.	Prevent Vulnerability / Risk Area	Action taken / already in place to mitigate / address risk
1	<p><u>Leadership</u></p> <p>Do the following people have an good understanding of their own and institutional responsibilities in relation to the Prevent Duty?</p> <ul style="list-style-type: none"> • Prevent Leads • Senior Management Team • Staff • Board of Governors / Alpha Plus Directors • Safeguarding Team 	<p>Prevent Leads The Prevent Leads at Wetherby Preparatory School are Nick Baker and Stephen Blundell. They are responsible for overseeing the school Prevent action plan and updating all staff when necessary.</p> <p>Senior Management Team All Senior Management Team have been trained in the Prevent Duty and Guidance for England and Wales. They are also aware of the Channel Duty.</p> <p>Staff All staff have been trained in the Prevent Duty and Guidance for England and Wales. They are also aware of the Channel Duty. All staff are aware of the Prevent Leads at Wetherby Preparatory School. At Wetherby Preparatory School we build boys’ resilience to radicalisation by promoting fundamental British Values and enabling our boys to challenge extremist views. All staff have a statutory duty to have due regard to the need to prevent children from being drawn into terrorism. In interpreting what is meant by ‘due regard’, we take guidance from HM Government’s Prevent Strategy, including the Channel Programme, which aims to ensure that vulnerable children of any faith, ethnicity or background receive support before their vulnerabilities are exploited by those that would want them to embrace terrorism. There are many other areas of the curriculum and school life where fundamental values are promoted.</p> <p>The Board of Governors / Alpha Plus Group Directors The Board of Governors at Alpha Plus Group have an excellent understanding regarding the Prevent Duty. Training has been provided for senior staff at the Alpha Plus Conference in 2015. John Withers, Education Director (Middle Years), is the named person responsible for Prevent at Alpha Plus Head Office.</p> <p>The Safeguarding Team Stephen Blundell is the Designated Senior Lead (DSL) for safeguarding. He has been trained in the Prevent Duty.</p>

Partnership

- 1) Is there active engagement from the institution's Governors, SMT, managers and leaders?
- 2) Does the institution have an identified single point of contact (SPOC) in relation to Prevent?
- 3) Does the institution engage with the BIS Regional Prevent Co-ordinator, Local Authority Police Prevent Leads and engage with local Prevent Boards/Steering Groups at strategic and operational level?

- 1) The named person responsible for Prevent at Head Office is John Withers. All staff and Senior Management Team members have been trained in the Prevent Duty in November 2015 by Lordenshaw Associates.
- 2) Nick Baker and Stephen Blundell are the SPOC at Wetherby Preparatory School.
- 3) They will engage with the BIS Regional Prevent Co-ordinator, Local Authority Police Prevent Leads and local Prevent Boards / Steering Groups at strategic and operational level. They are aware of who the Local Authority and police Prevent leads are.

Local Authority (LA) Prevent Lead**Mark Chalmers**

Prevent Programme Manager

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<p style="text-align: center;">3</p>	<p><u>Staff Training</u></p> <p>Do all staff have sufficient knowledge and confidence to:</p> <ol style="list-style-type: none"> 1) exemplify British Values in their management, teaching and through general behaviours in the institution. 2) understand the factors that make people vulnerable to being drawn into terrorism and to challenge extremist ideas which are used by terrorist groups and can purport to legitimise terrorism. 3) have sufficient training to be able to recognise this vulnerability and be aware of what action to take in response. 	<ol style="list-style-type: none"> 1) The Headmaster has discussed with the staff regarding promoting fundamental British Values in the early years. The Deputy Heads have also ensured that all planning across the curriculum promotes fundamental British Values where possible. All policies and procedures at Wetherby Preparatory School reflect our commitment to promoting fundamental British Values. A curriculum map has been created of where we promote these values. This also takes into account other areas of school life. A log of assemblies is also kept. 2) As well as being trained in the Prevent duty and fundamental British Values, all staff have been given a copy of any necessary documentation pertinent to these areas. Copies of articles have been displayed in the staffroom. 3) All staff have been trained by Lordenshaw Associates (November 2015) regarding the Prevent Duty. This has given staff a good understanding of the Prevent Duty and Guidance for England and Wales. All staff have also read the revised Safeguarding Policy. Copies are also in the staff room and on the portal. All staff are aware of the Prevent Leads and DSLs for safeguarding.
<p style="text-align: center;">4</p>	<p><u>Welfare, pastoral and chaplaincy support</u></p> <ol style="list-style-type: none"> 1) Are there adequate arrangements and resources in place that provide pastoral care and support as required by the institution? 2) Does the institution have chaplaincy provision or is this support signposted locally or brought in? 3) Are their adequate monitoring arrangements to ensure that this support is effective and supports the institutions welfare and equality policies? 	<ol style="list-style-type: none"> 1) At Wetherby Preparatory School the Deputy Head is also one of the Prevent Leads. All staff are aware of the role of the Deputy Head and know that he is the DSL for safeguarding and is one of the Prevent Leads. There is a Pastoral Care policy and staff are aware of the procedures regarding children who are causing concern. The Deputy Head will offer guidance and support. 2) At Wetherby Preparatory School we do not have any chaplaincy provision on site. However, should this be required there are various religious institutions within the local area that could be called upon if necessary. The Deputy Head should be asked for further information. Within the local area Wetherby Preparatory School uses Church of the Annunciation for all of their services. 3) All policies and procedures are reviewed regularly and the Deputy Head monitors this closely.

<p style="text-align: center;">5</p>	<p><u>Speakers and Events</u></p> <p>1) Is there an effective policy / framework for managing speaker requests?</p> <p>2) Is it well communicated to staff / boys and compiled with?</p> <p>3) Is there a policy / framework for managing on campus events i.e. charity events?</p>	<p>1) At Wetherby Preparatory School we welcome guest speakers to speak to the boys. We follow our safeguarding procedures and guest speakers are never left alone with our children. Guest speakers are normally from well-known charities and are DBS checked or accompanied by a DBS holder. Before the guest speaker comes into school a member of staff will have spoken with them about the content of presentation. Should there be any spurious content that falls below our expectations, the guest speaker will not be allowed to speak to the boys.</p> <p>2) All staff must check with the Headmaster and Deputy Heads whether guest speakers are allowed into school.</p> <p>3) Most clubs are run by school staff. Any clubs that are run by external agencies have been through our recruitment procedures and are registered on the single central register.</p>
<p style="text-align: center;">6</p>	<p><u>Safety Online</u></p> <p>1) Does the institution have a policy relating to the use of ICT and does it contain a specific reference and inclusion of the Prevent Duty?</p> <p>2) Does the institution employ filtering / firewall systems to prevent staff / boys / visitors from accessing extremist websites and material?</p> <p>3) Does the system alert to serious and / or repeated breaches or attempted breaches of the policy?</p>	<p>1) Wetherby Preparatory School has strict procedures in place with regards to ICT usage within the school. The policy for the use of mobile phones and other electronic devices is outlined in our Safeguarding policy. There is also an ICT policy for both staff and boys.</p> <p>2) The Alpha Plus Group have installed a firewall / filtering system to prevent everyone from accessing extremist websites and materials. This is regularly checked and is monitored closely by Alpha Plus Group staff. Any problems / issues are reported immediately. All boys know what to do should there be anything that pops up on the screen they are unaware of.</p> <p>3) The system reports serious and repeated breaches or attempted breaches of the policy.</p>

7	<p><u>Prayer and Faith Facilities</u></p> <p>1) Does the institution have prayer facilities?</p> <p>2) Are there good governance and management procedures in place in respect of activities and space in these facilities?</p>	<p>1) At Wetherby Preparatory School we do not have any prayer facilities.</p> <p>2) n/a</p>
8	<p><u>Campus Security</u></p> <p>1) Are there effective arrangements in place to manage access to the campus by visitors and non-students / staff?</p> <p>2) Is there a policy regarding the wearing of ID on campus? Is it enforced?</p> <p>3) Are dangerous substances kept and stored on site?</p> <p>4) Is there a policy covering the distribution (including electronic) of leaflets or other publicising material?</p>	<p>1) All points of entry and exit to and from Wetherby Preparatory School are operated on an electronic entry system with an individual fob. Only staff members have these. There are CCTV cameras, internally and externally. All visitors into the school are required to ring the bell and say who they are to the front desk. The school offices know the names of people who are authorised to collect the boys. If in doubt they will follow the necessary procedures with regards to who the boy will go home with. The school office also is aware of any visitors who have appointments with members of staff. When the boys are dropped off and collected the Headmaster or a member of the SMT will be standing in the doors to greet the boys. Parents are asked prior to joining the school to complete an information form clearly stating who may or may not collect their son. We require parents to introduce us to the new person who will be collecting their son. If a boy is going home with another family, this should be communicated to the form tutor, front desk or school office. If a parent has not given authorisation, the boy will not be allowed home with someone else until we have been in contact with one of his parents.</p> <p>2) All visitors should report to the school office on entry to the school. Here they will have to sign the visitors' book and will have to wear a Wetherby visitor's badge which will be given to them on arrival.</p> <p>3) There are some dangerous chemicals kept in the Science Prep Room's locked cabinet. When the Science Technician is not in the Prep Room the door to the room is locked as well. All staff have been trained in COSHH as part of their health and safety training. All cleaning products are non-toxic and are kept in a locked cupboard.</p> <p>4) The distribution of any leaflet or publicising materials are checked with the Headmaster and / or the Deputy Heads. Any notices to be displayed around the school should be checked by the Headmaster and / or the Deputy Heads.</p>

Safeguarding

- 1) Is protection against the risk of radicalisation and extremism included within Safeguarding and other relevant policies?
- 2) Do safeguarding and welfare staff receive additional and ongoing training to enable the effective understanding and handling of referrals relating to radicalisation and extremism?
- 3) Does the institution utilise Channel as a support mechanism in cases of radicalisation and extremism?
- 4) Does the institution have a policy regarding referral to Channel identifying a recognised pathway and threshold for referral?

- 1) Prevent Duty Guidance is outlined in Wetherby Preparatory School's Safeguarding Policy. All staff have signed off to say they have read this policy. The Prevent Duty is outlined in other necessary policies.
- 2) Our Prevent Leads will follow the procedures outlined in the Safeguarding Policy with regards to handling referrals relating to radicalisation and extremism.
- 3) Wetherby Preparatory School will use the Channel process to report any cases of radicalisation and extremism.
- 4) Wetherby Preparatory School does not have a separate policy for the referral to Channel. This is all within our Safeguarding Policy.

Communications

- 1) Is the institution Prevent Lead and their role widely known across the institution?
- 2) Are staff and students made aware of the Prevent Duty, current risks and appropriate activities in this area?
- 3) Are there information sharing protocols in place to facilitate information sharing with Prevent partners?

- 1) All staff are aware of who the Prevent Leads are at Wetherby Preparatory School.
- 2) All staff have been given a copy of the guidance for England and Wales regarding the Prevent Duty. They have also had training in November 2015 by Lordenshaw Associates. Our classrooms are safe spaces where boys can understand and discuss a wide range of sensitive topics, including extremism. In the process of promoting critical thinking, and in learning how to challenge terrorist ideologies, we recognise that staff may occasionally find themselves with a paradox. In an educational and developmental context, it is natural for children to want to explore and question different values and beliefs, some of which may, if only hypothetically or temporarily, challenge fundamental British Values. Our staff exercise careful professional judgement in such cases, and above all, whether inside or outside the classroom, are particularly alert to risk – indicators of vulnerable children and, if appropriate, must seek further guidance.
- 3) Wetherby Preparatory School belongs to the Alpha Plus Group. Within this group there are information sharing protocols. Information is also shared with the LA Prevent Leads.

11	<p><u>Incident Management</u></p> <p>1) Does the institution have a critical incident management plan which is capable of dealing terrorist related issues?</p> <p>2) Is a suitably trained and informed person identified to lead on the response to such an incident?</p> <p>3) Does the communications / media department understand the nature of such an incident and the response that may be required?</p> <p>4) Does the institution have effective arrangements in place to identify and respond to tensions on or off campus which might impact upon staff, boys and / or public safety?</p> <p>5) Are effective arrangements in place to ensure that staff and students are appraised of tensions and provide advice where appropriate?</p>	<p>1) At Wetherby Preparatory School we have Crisis Management Procedures. We also have a Business Continuity Plan.</p> <p>2) Within both documents there are named persons responsible for different areas / aspects.</p> <p>3) At Wetherby Preparatory School all communications are handled by Adrian Langan – 07810 820 312. Alpha Plus Group Head Office are also part of the communications process.</p> <p>4) Adrian Langan will communicate with the school with guidance on what protocols should be followed.</p> <p>5) There are effective arrangements in place to ensure staff and the boys are appraised of tensions and are provided with advice where appropriate.</p>
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<p style="text-align: center;">12</p>	<p><u>Staff and Volunteers</u></p> <p>1) Does awareness training extend to sub-contracted staff and volunteers?</p> <p>2) Is the institution vigilant to the radicalisation of staff by sub-contracted staff and volunteers?</p>	<p>1) All awareness training has been included within documentation for external staff.</p> <p>2) We are vigilant to the radicalisation of all staff.</p>
<p style="text-align: center;">13</p>	<p><u>Freedom of Expression</u></p> <p>1) Does the institution have a Freedom of Speech / Expression policy?</p> <p>2) Does this policy recognise and incorporate the risks associated with radicalisation and extremism?</p> <p>3) Is the need to protect vulnerable individuals covered within this policy?</p>	<p>1) At Wetherby Preparatory School we do not have a Freedom of Speech / Expression Policy. We have an Equal Opportunity Policy.</p> <p>2) n/a</p> <p>3) n/a</p>