

# 29. Preventing Extremism and Radicalisation

## Document Control

Version	Changes	Date live	Document Owner
1	Policy introduced following review with consultant Mick Lowe	20 <sup>th</sup> June 2016	Richard Stacey, Head of HR
2	Karen Foster becomes document owner. Policy revised to become a bespoke document separate from the safeguarding policy	1 <sup>st</sup> November 2017	Karen Foster, Safeguarding Lead
3	Policy reviewed. No updates or changes made	8 <sup>th</sup> October 2018	Karen Foster, Safeguarding Lead

### 29.1 Introduction

PREVENT is part of the Government's counter-terrorism strategy Contest, which is led by the Home Office. PREVENT is about recognising when vulnerable individuals are being exploited for terrorist related activities and reporting concerns to the relevant authorities. This forms part of a duty Reed in Partnership has when acting on behalf of a public sector organisation that contributes to the prevention of terrorism by safeguarding and protecting vulnerable individuals. Prevent work is intended to deal with all kinds of terrorist threats to the UK. As of August of 2017, the government has stated that the most significant of these threats is currently from terrorist recruiters inspired by Daesh – also known as ISIS, and Al Qa'ida associated groups. However terrorists associated with the extreme right, such as the English Defence League, Britain First & National Action also pose a continued threat to UK safety and security.

Co-Members may meet, work with or support people who are vulnerable to radicalisation. Where there are signs that a Member or Co-Member has been or is being drawn into terrorism, it is imperative that this is reported to the safeguarding 'Designated Person' and Single Point of Contact (SPOC) – if different - as soon as is possible. The SPOC will be centralised across the business and will be Reed in Partnership's Safeguarding Lead. Preventing someone from becoming a terrorist or from supporting terrorism is no different from safeguarding vulnerable individuals from other forms of exploitation although the 'Designated Person' and / or SPOC may report this directly and immediately to the police rather than the local authority but not before liaising with the Head of HR - other than in extenuating circumstances, where it is deemed that the individuals actions are an immediate and significant risk to themselves and / or others. Participants concerned about themselves or people they may know are encouraged to discuss this with a Co-Member, or if they are on a programme being delivered by a local delivery partner, then concerns should be discussed with staff from that organisation. This policy refers to the Revised Prevent Duty Guidance for England and Wales (July 2015).

The government's strategy for countering terrorism 'CONTEST' as contained in the Counter Terrorism and Security Act 2015 (Sec 26), places a duty (the 'Prevent Duty) on certain specified authorities and organisations to prevent people from being drawn into terrorism and/or extremism by having 'due regard to the need to prevent people from being drawn into terrorism'. Those specified authorities of particular relevance to services delivered

by Reed in Partnership are local authorities and educational establishments, who are either the commissioning body for the services we deliver; with whom we will work closely, or whose facilities we use.

**The Prevent strategy has 3 key objectives as follows:**

1. Respond to the ideological challenge of terrorism and the threat we face from those who promote it.
2. Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support.
3. Work with sectors and institutions where there is a risk of radicalisation that we need to address.

Prevent is about identifying people and behaviours that are a cause for concern before any actions taken by that individual become criminal. The Counter Terrorism and Security Act 2015 places a duty for *Channel Panels* to be in place. The act requires partners to cooperate with the panel in identifying and assessing the extent to which individuals are at risk of being drawn into terrorism, and the support needed to be provided to those individuals. The government definition of 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; and / or calls for the death of members of our armed forces, whether in this country or overseas. Therefore within this duty, all specified authorities, including those providing services on their behalf, are expected to exemplify 'Fundamental British Values' in their management, service delivery and general behaviours. We explore these below in the context of the work Reed in Partnership undertakes along with providing definitions for Radicalisation and Extremism, as provided by the Prevent Duty Guidance.

Indicators that someone may be being drawn into terrorist related activity may include:

- **Disclosures:** Graffiti symbols, writing or artwork promoting extremist messages or images, voicing opinions drawn from terrorist related ideologies and narratives.
- **Support for terrorism:** Members/Co-members accessing terrorist related material online, including through social networking sites, using extremist texts or tattoos, use of extremist or hate terms to exclude others or incite violence; using language such as '**us and them**', justifying the use of violence to solve real or perceived grievances, tattoo's or literature.
- **Personal Crisis:** Parental/family reports of changes in behaviour, friendships, appearance or actions and requests for assistance, family tensions, sense of isolation, low self-esteem, and uncertainty about their identity, faith or belonging.
- **Concerns from professionals:** Partner healthcare organisations, local authority services and police reports of issues affecting patients in other health care organisations.
- **Personal Circumstances:** migration, local community tensions within set groups, events affecting the student's country of origin, a sense of grievance triggered by personal experience of racism or discrimination

## 29.2 Safeguarding Children and Adults exposed to extremist ideology

Children, young people and adults can be radicalised in different ways:

- They can be groomed either online or in person by people seeking to draw them into extremist activity. They might be radicalised over the internet or through the influence of their peer network – in this instance their families might not know about this, or feel powerless to stop the radicalisation;

- They can be groomed by family members who hold harmful, extreme beliefs, including parents/carers and siblings who live with the child and/or person(s) who live outside the family home but have an influence over the child's life;
- They can be exposed to violent, anti-social, extremist imagery, rhetoric and writings which can lead to the development of a distorted world view in which extremist ideology seems reasonable. In this way they are not being individually targeted but are the victims of propaganda which seeks to radicalise.

A common feature of radicalisation is that the child or young person does not recognise the exploitative nature of what is happening and does not see themselves as a victim of grooming or exploitation. It is important that Co-Members are aware of the ways members can be radicalised and alert to indications that this may be the case and make the appropriate response.

### 29.2.1 Radicalisation

Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism. There are some factors that might make individuals more vulnerable to being radicalised:-

- **Identity Crisis** – those exploring issues around their identity may feel removed or out of touch from friends and family, as well as their cultural or religious background, and may also feel that they no longer fit into society
- **Personal crisis** – may include significant tensions within the family home that makes the individual feel isolated from what is perceived as the 'norm'
- **Personal circumstances** – individuals may feel that their career and lifestyle aspirations are being undermined by a perceived or real inability to achieve them. This can result in the development of a mindset that chooses to opt out of conforming, and instead adopt a more antagonistic and / or aggressive viewpoint
- **Criminality** – a vulnerable individual may become involved in criminal activity, or criminal groups that have links to organised crime relating to terrorist related activities

It's important to note that radicalisers can exploit any of these vulnerabilities by providing the individual with a sense of worth, purpose or belonging.

### 29.2.2 Extremism

The Prevent Duty Guidance defines extremism as "vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance for those with different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas." Co-Members will have sufficient training to be able to recognise this vulnerability and be aware of what action to take in response and to know the Designated Person to whom they need to refer any concerns.

## 29.3 Fundamental British Values

### Democracy

This is about exploring how citizens can influence decision-making through the democratic process and enabling participants to understand that freedom of speech and the freedom to hold other faiths and beliefs is protected in law. But it is also about recognising that there are boundaries and that discrimination or the encouragement to

harm others is unlawful and needs to be challenged if this comes up in any of our programmes. Democracy is also about equal rights and we can help participants understand this in the way we support their personal, social and emotional development by giving them opportunities to develop their self-confidence and self-awareness to achieve the programme goals we agree with them.

### **Rule of Law**

This is about understanding that rules matter and we need to help our participants recognise the importance of complying with the law as set by the British Parliament. It is about learning to manage our own feelings and behaviour; about learning right from wrong; about behaving within agreed and clearly defined boundaries and about dealing with the consequences. These underpin the basis on which we develop and implement our programmes.

### **Individual Liberty**

We focus on building self-confidence and self-awareness with people and within communities. We help participants develop a positive sense of themselves to address the changes we are working with them to implement, to develop their self-knowledge, self-esteem and increase their confidence in their own abilities. We encourage participants to explore the language of feelings and responsibility; reflect on their differences and understand that we are all free to have different opinions.

### **Mutual Respect and Tolerance**

Mutual respect and tolerance is where we learn to treat others as we want to be treated. How to be part of a community, manage feelings and behaviour, and form relationships with others. We should be encouraging an ethos of inclusivity and tolerance in the way we run our programmes, where views, faiths, cultures and races are valued and where we encourage participants to share how their cultures can help or hinder change in behaviours that may be required to gain access to employment or better integrate into society or in the workplaces etc.

## **29.4 Our responsibilities as a business to deliver the Prevent Agenda**

We will find opportunities to promote British Values in the effectiveness of all our programmes and particularly through our leadership and management. We will actively promote equality of opportunity and diversity to counter any form of direct or indirect discriminatory behaviour. Our Managers, Co-Members and anyone working with Reed in Partnership, will not tolerate prejudiced behaviour and the promotion of fundamental British Values is at the heart of all our work. We will ensure that all our participants feel safe, know how to raise concerns, and ensure these concerns are addressed sensitively through our trained Co-Members and in accordance with our internal procedures. We will continuously assess safeguarding risks and take action to prevent them. Our Managers and Co-Members will work to protect Members from radicalisation and extremism and respond swiftly where participants are vulnerable to these issues. Any visiting speakers or trainers will be supervised when working with participants, and the content of their delivery observed by Co-Members.

Through training, we will develop vigilance, confidence and competency to challenge participants views that are a cause for concern and identify those who pose a risk to being drawn into terrorism. Co-Members will encourage open and honest debate about the risk of terrorism and extremism, challenge extremist ideas and always ensure that a balanced presentation is given of all political issues and views.

Appropriate levels of IT filtering will be in place across the business to eliminate participants and Co-Members from searching for inappropriate extremist content online. Where applicable, participants will also be taught about

internet safety and keeping themselves safe online, both inside and outside of the business. This policy will need to be read in conjunction with the Safeguarding Policy and E-Safety statement within the Co-Members Handbook.

## 29.5 Use of external venues

Reed in Partnership at times delivers services to its programme participants from external venues, often within partner and other community based organisations' premises. Such premises often house multiple organisations providing a variety of services to the community. Prior to Reed in Partnership delivering any services to programme participant it is essential that a thorough risk assessment of the premise is conducted to establish the likelihood of programme participant coming into contact with organisations or individuals whose activities or actions might put our participants at risk of being radicalised and/or drawn into terrorism. Please note that this risk assessment is in addition to the risk assessment required under our Health & Safety policy, although in practice both risk assessments may be conducted at the same time in advance of the external venue being used. It is the responsibility of the Business Manager (or Operations Manager in the absence of a Business Manager) to conduct the external venue risk assessment using the external venue risk assessment form. Should the risk assessment highlight any potential concerns of this nature with the use of an external venue (where such risks can't be adequately remove or sufficiently mitigated) then the manager must raise these concerns with the Designated Person. Where such risks are identified the external venue must not be used for operational delivery, unless specifically authorised by the Designated Person. If the Designated Person agrees there are risks of radicalisation associated with use of an external venue and there are no means of reasonably removing or mitigating such risks, or alternatively feel further investigation is required before they can make such a decision, they must not authorise the use of external venue at all or until they have satisfied themselves that no unmanageable risk is posed.

## 29.6 Use of prayer rooms and other religious requirements

Reed in Partnership delivers a range of employment, skills development and youth services within diverse communities. As a result in many of our operations we may get requests from programme participants to use private rooms for prayer or other activities associated with the observation of their religion. Where we can accommodate such requests (i.e. where there are unused private rooms available), it is important that the manager responsible for the site is aware that the room is being used for those purposes. Specifically if a Co-Member allows a participant to use a room for religious requirements they must inform their manager that a request has been granted, who has made the request, what the room is being used for and for how long. In some instances more than one participant may be using the room at the same time, for example when observing the same religious practice. In such cases the use of the room by more than one person must also notified to the manager. The manager will be responsible for ensuring the room is being used for the purposes it was originally requested for. This might be through general observation, ensuring the time allocated is in line with the original request and is reasonable for religious practice being undertaken etc. The manager must take reasonable steps to prevent the misuse of such requests, specifically where such misuse might create a forum for communicating extremist messages or acting in a manner that may put other programme participants at risk of being radicalised or drawn in terrorism.

## 29.7 External Speakers

From time to time Reed in Partnership will engage external parties to speak to participants of our programmes. These external speakers may be engaged for the purposes of motivating, educating and/or improving the engagement of our participants with the labour market and wider society. Prior to engaging any external speakers, Co-Members must have the express approval of their Designated Person. In order to gain such approval the Co-Member requesting use of an external speaker must complete an **External Speaker Request Form** in which they will be required to outline who the external speaker is, the topic of their speech, who is invited to attend the session (in the unlikely scenario of the event being opened to the public, consideration should be given to who might be attracted to attend), the speakers reputation and the likelihood of them agreeing to abide by our values and expectations. The request forms and guidance can be found in **Appendices G.1, G.2 and G.3**. The Designated Person will be responsible for considering the risk of the external speaker using threatening, abusive or insulting words or behaviour, particularly with a view to incite hatred or draw others into terrorism. Whilst the use of external speakers / parties is valuable to broadening and diversifying our service offering it is important that such requests are considered within our obligations to safeguard our programme participants whilst also allowing programme participants access to appropriate external sources that will support their progression.

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## 29.8 Referral procedure if there is a concern about radicalisation

The following procedure is to be followed if any Co-Member or agent working on behalf of Reed in Partnership has any concern that a participant may be at risk of, or involved in radicalised behaviours. This could mean taking action if, for example, a Member reveals that they are part of a banned extremist political group or if there is a concern about the actions or behaviour of another Co-Member or a third party practitioner.

Staff of supply chain partners will follow either, a broadly comparable Preventing Extremism and Radicalisation policy, an authorised Safeguarding Policy and Procedure which makes reference to preventing extremism and radicalisation, or follow Reed in Partnerships policy and procedure, although some of the internal arrangements and named staff may vary.

For Co-Members directly accountable to Reed in Partnership, if they have a concern about possible extremism he/she should complete the **Prevent Referral Form (Appendix H)**. He/she should then report it to their line manager who will then discuss the concerns immediately with the Designated Officer, or in their absence, the Safeguarding Lead who is the Single Point of Contact for Prevent (SPOC). The Safeguarding Lead will then pass concerns onto the Regional Prevent Coordinator for the area where the programme is based.

If the individual involved is at immediate risk of danger, terrorist activity, or significant harm then the police will need to be contacted immediately and the Designated Person and Safeguarding Lead informed.

If the concern involves another Co-Member or volunteer directly accountable to Reed in Partnership, then the Head of HR should also be made aware of the referral in order to decide whether any additional action is required to comply with personnel policies.

Upon receipt of referral, line manager informs the  
Designated Person to discuss the concerns



The Designated Person will discuss the concerns with the Safeguarding Lead (SPOC) to establish whether the case is suitable for a Channel referral, based on the steps below



**Is the individual at immediate risk of danger or immediate risk of terrorist related activity?**



Yes

No



Phone the Police and carry out necessary actions in line with existing procedures

SPOC to make a referral to the Regional Prevent Coordinator for the area



Regional Prevent Coordinator to forward referral onto the relevant local authority



Channel panel for that local authority will decide whether the case is appropriate for Channel intervention

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## Appendix G.1 – Visiting Speaker Protocol and Guidance

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### G1.1 Procedure to be followed prior to the day of visit

- The Business Manager must be informed at least three weeks' in advance, where possible, that a visiting speaker is to be invited to the programme. When looking at inviting in an outside speaker, a completed **Request for Prior Approval for Visiting Speaker Form (Appendix G.2)** should be provided. The Business Manager can then give outline authorisation for the speaker to be booked.
- Details must then be passed to the Designated Person and the process of vetting will begin. Final clearance will then be granted or any concerns will be passed on to the Safeguarding Lead (SPOC) who will determine whether to contact the Regional Prevent Coordinator for the programme's geographical area.
- The Business Manager must ensure the **Visiting Speaker Agreement and Guidelines Form (Appendix G.3)** is read and signed by the visiting speaker. The speaker should be advised that they will be required to sign an agreement before speaking. If requested, a copy of the agreement will be sent to the speaker in advance of the presentation.

### G1.2 Procedure to be followed on the day of visit

- On arrival, the visiting speaker should be met at reception, signed in and issued an ID badge. A Co-member should remain with the speaker during the entire duration of their time at the venue. Following the presentation, the guest should be accompanied to reception where they should sign out and leave the premises.

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## Appendix G.2 – Request for prior approval for a Visiting Speaker

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**Name of member of Co-Member making request:**

**Proposed date of event:**

**Name and contact details of visiting speaker:**

Brief description of event/reason for visit:
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**Target audience:**

**Approximate audience number:**

Details of the visiting speaker (brief biography):
Topic of the proposed presentation and short summary of content to be covered:

If applicable the name of the organisation the visiting speaker represents:
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**Prior Approval Granted** (Please delete/highlight as necessary) Yes / No

If denied, reasons for not granting approval:

**CIRCULATION: Please sign and pass on in the order shown below:**

To be seen by	Business Manager	Designated Person	Safeguarding Lead (SPOC)
Signature			
Date			

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## Appendix G.3 – Agreement and Guidelines Form for Visiting Speakers

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Reed in Partnership are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expects all Co-Members, volunteers, 3<sup>rd</sup> party practitioners and trustees to share this commitment. Reed in Partnership takes seriously its responsibility under the Children Act 1989, Care Act 2014 and the Prevent Duty Guidance 2015, relating to safeguarding and promoting the welfare of children, young people and vulnerable adults.

Name of visiting speaker:
Organisation (if applicable):

The visiting speaker agrees to the following terms and conditions:

1. The presentation must be appropriate to the age and maturity level of the target audience. Appropriate dress, language, and behaviour are required at all times.
2. The presentation must not incite hatred, violence or call for the breaking of the law.
3. The visiting speaker is not permitted to encourage, glorify or promote any acts of extremist behaviour including individuals, groups or organisations that support such acts.
4. The visiting speaker must seek to avoid insulting other faiths or groups, within a framework of positive debate and challenge.
5. Visiting speakers are not permitted to raise or gather funds for any external organisation or cause without express permission from the Business Manager.
6. All visiting speakers must comply with Reed in Partnership's Safeguarding Policies.
7. Any member of Reed in Partnership staff has the right and responsibility to interrupt and/or stop the presentation for any violation of this agreement.

I have read these guidelines and agree to abide by them.

**Visiting speaker's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Appendix H – Prevent Referral Form



Prevent Referral form			
Referral details			
Name:			
Alternative names:			
Date of birth:		Gender:	
Address:			
Contact number(s):			
Nationality:	only complete if consent has been given	Ethnicity:	only complete if consent has been given
Language:	only complete if consent has been given	Religion:	only complete if consent has been given
Is the person concerned under the age of 18 years?	Yes      Details of their parent / carer <b><u>MUST</u></b> be provided in the box below  No		
Family or carer details – name, date of birth, address, contact number:			
Programme participant is attending / working			
Location / area programme is based			

<b>Regional Prevent Coordinator whom this referral is to be sent to</b>		
<b>Is the person aware of this referral?</b>	Yes	
	No	
<b>Has consent for the referral been obtained?</b>	Yes	For young people under 18 years, <b>parental consent</b> should be sought
	No	Please explain reasons why consent hasn't been obtained

<b>Referrers details</b>		
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<b>Referrers name:</b>		
<b>Position:</b>		
<b>Programme that you work on</b>		
<b>Location where you are based (where applicable)</b>		
<b>Contact number:</b>		
<b>Email:</b>		
<b>Date of referral:</b>		
<b>Have you discussed this referral with your line manager?</b>	Yes	
	No	Please give reasons below

<b>THIS SECTION IS FOR LINE MANAGERS ONLY</b>		
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<b>Have you discussed this referral with the Designated Person and / or Safeguarding Lead?</b>		
Yes	Please give details below detailing who was spoken to & when	
No	Please give reasons below	

Referral factors	
<b>Faith / ideology issues</b>	e.g. concerning comments relating to faith or ideology, association with extremists
<b>Social mobility issues</b>	e.g. Poverty, lack of social activity, isolation, lack of education or employment, immigration issues
<b>Physical or mental issues</b>	e.g. disability, learning difficulties, mental health concerns
<b>Risk or harm factors</b>	e.g. threat posed by family member (i.e. DV issues), victim of hate crime or personal attack
<b>Criminal activity or association</b>	e.g. involved in criminal activity, associating with known criminals
Reason for referral	
Outline main reasons for referral ( <i>please provide as much detail as possible for example, travel plans, concerns regarding planned activities and attach a separate sheet if required</i> ) <b><u>Please note: if there is an immediate risk then you need to contact the police on 999. Do not wait for a response from this referral in these circumstances.</u></b>	
Existing agency involvement	
Outline any agency involvement already in place (that you are aware of) e.g. Early Help/Preventative Services, Adult or Children's Social Care, Probation Service	
Any other relevant information	

**Signature of referrer:**.....

**Date:**.....

**Signature of person being referred:**.....

**Date:**.....

**Signature of parent / carer (if person is under 18 years):**.....

**Date:**.....

When completed please email a scanned copy of this document to the Designated Person for your programme

## Appendix I – Safeguarding Alert Notification Form



### Safeguarding Alert Notification Form

It is the responsibility of every member of staff to complete this alert form if they are concerned about a possible safeguarding issue or have witnessed such an issue. It is the responsibility of the Co-Member to ensure that this document is kept confidential (password protected, if stored electronically, or locked in a secure place not accessible to others, if a paper copy).

Focus on the facts and avoid making assumptions. Record the comments of the participant as stated by him/her.

Sign and date the document and arrange to see your line manager as soon as is practically possible to discuss – before the end of the day that the information has been collated. If your immediate line manager is not available, you must contact the Designated Person, or the Safeguarding Lead, if he/she is also not available. If the participant is in immediate danger contact the police but to speak to your line manager or designated Person before you do this, always remembering that the participant's and others safety is paramount. If this concern is raised within a school, then their reporting procedures should also be followed and the Designated Safeguarding Lead informed.

Is this alert for a: Child /Young Person  Adult

Name of participant and their Date of Birth (or approximate age)

Programme participant is attending – and location

Was the concern reported directly to you? - YES or NO

Does the participant know you are raising this Alert - YES or NO?

If No, give reasons

**Is there a need for an immediate referral to Children or Adult Social Care, and / or the police? – YES or NO**

**If YES contact your line manager, the Designated Person or Safeguarding Lead immediately.**

**Are they known to Children or Adult Social Care? – YES or NO?**

**If YES, which local authority?**

**Why are you concerned about this participant?**

**What have you observed and/or heard and when?**

**What have you been told, by whom and when?**

**What is the participants account about what happened? (Using the participants own words)**

**Have you spoken to your line manager about your concern? YES or NO.**

**If NO, have you raised this concern with the Designated Person or Safeguarding Lead?**

**(Give details)**

**Is this the first time you have been concerned about this participant? YES or NO**

**If YES, what were the previous concerns, and when were they raised?**

**Are there any further details to add?**

<b>Name of Co-Member completing the alert form</b>	
<b>Position</b>	
<b>Programme that you work on</b>	
<b>Name of Line Manager</b>	

**Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_