

'Prevent' Duty Guidelines in Regard to Members of the University

Introduction

The Counter-Terrorism and Security Act 2015 has imposed statutory obligations on this and other universities. These guidelines sets out the high level responsibilities and makes reference to more specific policies.

The University of Northampton is committed to protecting freedom of speech and wider academic freedom, and these guidelines seek to maintain this approach within the new regulatory framework (please see the Policy on Freedom of Expression).

These guidelines outline the commitment of the University of Northampton to protect our students and staff from being drawn into terrorist activities of any harmful ideology. This is in line with our obligations to have 'due regard to the need to prevent people from being drawn into terrorism' as set out in Section 26(1) of the Counter-Terrorism and Security Act 2015.

The University must still seek to fulfil its commitment to freedom of speech whilst maintaining a regard to possible risks.

1. Definitions of Terrorism

For the purposes of these guidelines, terrorism is interpreted as the definition provided by The Terrorism Act 2000 as "The use or threat of action designed to influence the government or an international governmental organisation, or to intimidate the public, or a section of the public; made for the purposes of advancing a political, religious, racial or ideological cause."

2. General Statement of University Principles

- 2.1 All decisions made using these guidelines as its basis will be based on evidence and reasoned argument. Any other approach would be undemocratic and an infringement of freedom of speech and academic freedom rights.
- 2.2 The University of Northampton shares responsibility for its Prevent actions with other organisations such as the Police and Local Authorities.
- 2.3 The University of Northampton is committed to protecting vulnerable or troubled individuals from being drawn into terrorism or related activities.
- 2.4 Where such actions do not infringe an individual's privacy and Data Protection rights the University of Northampton will seek to identify,

protect and support those whom we believe may be at risk of being drawn into terrorism.

3. Responsibilities of the University

- 3.1 The University of Northampton will conduct a risk assessment to identify any potential risks associated with students or staff being drawn into terrorism. This will be updated as appropriate.
- 3.2 The University of Northampton will act on any identified risks to either remove such risks or mitigate them.
- 3.3 Use of University buildings or grounds will be considered in conjunction with the Prevent policies to identify any risks before acceptance of such use.
- 3.4 The University of Northampton will ensure that frontline staff understand how to obtain support for staff and students who may be being exploited by radicalising influences, as required in paragraph 19 of the undated Prevent duty guidance produced by HM Government.
- 3.5 All students have access to support via the Student Desk, including mental health and counselling, financial advice, accommodation advice, support with additional learning needs and may also discuss personal matters with their Personal Academic Tutor.
- 3.6 All staff may discuss matters affecting their personal or professional lives with their line manager. In addition, staff are provided with access to confidential counselling and practical, expert advice on a range of matters through the Employee Assistance Online service available through the University's partner, Medigold.
- 3.7 The University of Northampton will meet and engage with regional HE Prevent co-ordinators and the Police to maintain active sharing, where appropriate, of current relevant information on staff and students.
- 3.8 The University of Northampton will ensure that relevant staff, involved in the Prevent process, are provided with appropriate training as outlined in paragraph 20 of the undated Prevent duty guidance.
- 3.9 The University of Northampton will maintain a single senior point of contact for all external discussion regarding Prevent activity. The Director of Student and Academic Services will act as the first point of contact or in her absence, the Director of HR and Marketing.
- 3.10 The University of Northampton will maintain a process for referring concerns regarding students and will identify cases which might need onward referral to the Police or other agency.

- 3.11 The University of Northampton will continue to discuss terrorism and radicalisation issues with the Students' Union where appropriate.
- 3.12 The University of Northampton will continue to provide appropriately resourced spiritual and Chaplaincy support for students. This support will include multi-faith chaplaincy provision and prayer/ quiet reflection space and use of such space will be permitted in so far as it does not override the requirements of this policy (please see the Multi-Faith Chaplaincy Use Policy).

The University will continue to liaise with local faith groups and other community groups to ensure on-going cooperation with the local community.

- 3.13 The University of Northampton's statutory duties will be referenced and form part of our Acceptable IT Use policy. We will consider filtering access to harmful content, to prevent people from being drawn into terrorism as required by paragraph 122 of the undated Prevent duty guidance produced by HM Government.
- 3.14 The University of Northampton will maintain an External Speaker and Events Policy which will guide the University's actions and decisions in regard to topics including external speakers. This will be reviewed on a regular basis and will align with the Students' Union External Speaker Policy and will set out the joint approval process for speakers on campus.
- 3.15 The University of Northampton central Prevent point of contact or nominee will attend meetings on the University's behalf, to receive external updates on Prevent issues and current threats.

The point of Contact will then:

- Update appropriate University staff
- Develop action plans as appropriate
- Arrange relevant training
- Report current issues and threats to the relevant Boards and Committees

- 3.16 The ultimate responsibility for oversight of the University's Prevent strategy, action and duties rests with the Director of Student and Academic Services.

4. Process When Concerns Regarding Radicalisation are Raised

- 4.1 Any member of the University may identify concerns about another member of the University potentially being drawn into violent extremism or radicalised behaviour, based on information received or behaviour observed. However this will usually only provide a starting point for evidence gathering. In all cases where there is insufficient confirmation of radicalised activity, the University will investigate to gather further information related to finding the truth of such assumptions.

- 4.2 The University of Northampton will seek to safeguard the identity of those making accusations whilst still protecting the rights of those being accused.
- 4.3 The University of Northampton will only share information with other agencies when there is both clear and compelling evidence of a requirement to do so, or strong enough reasonable concern to do so.
- 4.4 Where a student or staff member has concerns that a student is expressing violent extremist views or is at risk of being drawn into violent extremism, these concerns should be passed to their Subject Leader (staff in academic units) or Team Leader (staff based in professional services) who will review the situation and consider referral to the Director of Student and Academic Services (student matters) or the Director of Human Resources and Marketing (staff matters).

The relevant Director or his/her nominee will investigate the circumstances of the accusation and will look at whether there is substantive evidence, in which case more investigation or further action will be needed.

- 4.5 Once the Director has carried out this review, where relevant in discussion with other members of University staff, they will be expected to make one of three possible decisions.
- 4.6 A decision will be made as to the seriousness of the case.

Three potential outcomes are likely at this stage:

- 4.6.1 Unfounded or speculative allegations will mean that no further action is required apart from a confidential record of the case being kept by the relevant Director and notification of the outcome to the Director of Student and Academic Services;
 - 4.6.2 If there is some minor substance to the allegations or investigations it will only need internal action in the first instance;
 - 4.6.3 The exact nature of the intervention required would be determined by discussion between relevant staff members. Actions and a review date will be agreed. At the review the case would be assessed again and any appropriate actions taken.
- 4.7 It is anticipated that in most instances the University will provide support, pastoral advice and be safeguarding in nature. However, where the University considers that although not fully involved with radical or terrorist activity, a member of the University is deeply involved in peripheral activity, the Director of Student and Academic Services or Director of Human Resources shall notify the Prevent Regional Co-ordinator for the East Midlands.

5. Referrals

- 5.1 In instances where there are serious and immediate threats to the safety or wellbeing to the University member or the wider community, and/or there is evidence to suggest a criminal act may be committed or has been committed, an immediate referral will need to be made to the Police and the Prevent Regional Co-ordinator. This decision would be taken only in the most serious of circumstances and only by the Director of Student and Academic Services
- 5.2 In all cases if the Director of Student and Academic Services is unavailable, the Director of HR and Marketing will act in her stead.
- 5.3 In all instances a confidential record will be created and stored by either the Director of Student and Academic Services (for students) or Director of Human Resources (for staff) and the Chief Operating Officer will be informed.
6. Information Sharing
- 6.1 In reaching a decision to share any information with third parties the University of Northampton will adhere to its obligations under the terms of the Data Protection Act 1998 and other relevant legislation.
- 6.2 As permitted by the Data Protection Act 1998 we can share personal data with certain external parties in certain circumstances usually relating to prevention and detection of crime or the health and safety of the individual or others.
- 6.3 Any referral to an external body will involve the sharing of only sufficient, relevant information which would allow the further investigation by the relevant authorities.
- 6.4 The University of Northampton will keep confidential records of all information shared and this information will only be accessible by the relevant Directors, the Chief Operating Officer, Vice Chancellor and the University Data Protection Officer.

Approved by University Management Team – May 2016

Approved by Senate – July 2016

Flowchart Process for Reporting Concerns

