

Prevent policy July 2020

| Meeting Prevent duties | | |
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| No | Policy Item | Involving |
| 1 | <p>Statement</p> <p>CIE Oxford understands its responsibilities under the Counter Terrorism & Security Act 2015 to prevent people of all ages being radicalised or drawn into terrorism and seeks to meet its obligations in the ways shown below, after setting the context.</p> | Everyone |
| 2 | <p>Context</p> <ul style="list-style-type: none"> ● CIE Oxford accepts students aged 10 and over in the summer, 15+ all year from around the world. ● In its busiest weeks it may have up to 150 students, 25 staff and work with 80 homestay providers. CIE Oxford has always promoted a multi-cultural environment where respect for and tolerance of others beliefs is required. ● CIE Oxford is located in the city centre of Oxford with a multicultural local population as well as a large number of visitors from all over the world. | Everyone |
| 3 | <p>Strong Leadership</p> <ul style="list-style-type: none"> ● Responsibility for ensuring Prevent Duty is met lies with Irma Banyte-Kelly, Co-principal ● Responsibility for the Prevent risk assessment / action plan (see point 4 below) and policy lies with Irma Banyte-Kelly, Co-principal ● Their duties are to ensure delivery of an effective risk assessment/ action plan and policy as outlined here. | Lead person for prevent |
| 4 | <p>Risk Assessment of current situation and Action Plan for future</p> <ul style="list-style-type: none"> ● A risk assessment / action plan has been produced showing what is already being done and what still needs to be done; it will be reviewed and updated at least annually. | Lead person |

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| 5 | <p>Working with local partners</p> <ul style="list-style-type: none"> ● Contact local police when/ if needed and help students with police registration. ● Develop local area Prevent links with other similar organisations - English UK forum/ Oxdosa ● Share information with all local organisations as appropriate | Lead person |
| 6 | <p>Understanding terminology</p> <ul style="list-style-type: none"> ● Radicalisation: act or process of making a person more radical or favouring of extreme or fundamental changes in political, economic or social conditions, institutions or habits of mind ● Extremism*: holding extreme political or religious views which may deny right to any group or individual. Can be expressed in vocal or active opposition to ● Core British values: including <ul style="list-style-type: none"> (i) democracy (ii) the rule of law (iii) individual liberty (iv) respectful tolerance of different faiths or beliefs. <p>*NB: extremism can refer to a range of views, e.g. racism, homophobia, right-wing ideology, as well as any religious extremism.</p> | To be transmitted to staff, students, homestays, group-leaders and any other adults (Employee handbook, Care of under 18s Policy, Life at CIE/ Be Safe) |
| 7 | <p>Understanding risk of extremism</p> <ul style="list-style-type: none"> ● Staff, students and other adults (group leaders, homestays etc.) may arrive at CIE Oxford already holding extremist views. Or, whilst attending CIE Oxford, they may be influenced by a range of factors: global events, peer pressure, media, family views, extremist materials (hardcopy or online), inspirational speakers, friends or relatives being harmed, social networks, and more ● People who are vulnerable are more likely to be influenced ● Their vulnerability could stem from a range of causes, including: loss of identity or sense of belonging, isolation, exclusion, mental health problems, sense of injustice, personal crisis, victim of hate crime or discrimination, and bereavement. | To be transmitted to staff |
| 8 | <p>Ways to counteract risks</p> <p>At CIE we aim to:</p> | Lead person to ensure: a) training for all staff, students, |

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| | <ul style="list-style-type: none"> ● Promote a safe and supportive international environment via clear expectations of accepted behaviours and those, including radicalisation and extremism, that will not be tolerated (behavior guidelines in pre-arrival information and ‘Life at CIE’, Employee handbook, Prevent Policy, Care of under 18 Policy) ● Promote core British values through documents given to students, notices around CIE, via stand-alone classes on British culture and traditions on arrival and via curriculum. Approach is to educate that this is how things are in UK; although it may be different to your country. (Curriculum Policy) ● Where possible, develop critical awareness and thought to counter accepting extremism without question, especially of online material (critical thinking part of study skills syllabus) ● Challenge radical or extremist views in any context (formal or informal) via stated procedures. In most situations this would require an immediate response, referring to the international environment of CIE, and tolerance expected (expected procedures in staff handbook and homestay guidelines), then reporting concerns (see section 10). ● Be ready to react when world or local events (e.g. Paris attacks) cause upset and the likelihood of conflicting feelings being expressed. Prevent lead to take initiative in these situations. ● Have strong filters on IT equipment and clear rules on accessing extremist/ terrorist websites/ uses of social networks to exchange extremist/ terrorist views.(discuss filters with new IT support) ● Ensure that extremist speakers do not use premises to distribute material or expound views; have system for vetting any visiting speakers/ presenters. ● Staff and homestays get to know students, their home circumstances and friendship groups, making it easier to spot changes in behaviour. ● Staff and homestays to be observant and vigilant in noticing any signs of radical or extremist behaviour. ● Welfare, all staff and homestays to work hard supporting any students identified as vulnerable. | <p>homestays, group leaders so that b) delivery is effective</p> |
| <p>Meeting Prevent duties: risk assessment and action plan</p> | | |
| <p>9</p> | <p>Training <i>(We aim is to provide more knowledge and confidence to all. Training is done online either through SSS Learning or the Home Office https://www.elearning.prevent.homeoffice.gov.uk/. Generic training is supplemented by CIE Oxford giving our own information (Induction training, Employee handbook, Care of under 18s policy) to stakeholders, ensuring everything fits our context)</i></p> <ul style="list-style-type: none"> ● Documents and face-to-face training ensure staff understand this policy: | <p>Lead person to prepare materials to suit each group being trained; a) all staff (including cleaners)</p> |

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| | <p>a) context and expectations of Prevent b) their duty to implement the policy c) terminology and risks associated with radicalisation and extremism d) how to identify and support vulnerable students e) ways CIE Oxford will counteract the risks (we will share ideas and specific training may be required e.g. exactly how are core British values going to be promoted and critical awareness developed and encouraged? We might use role-plays to practice how to challenge extreme views calmly and firmly without getting dragged into argument) f) signs to notice that may cause concern g) know the lead Prevent person and procedures for communicating concerns h) know the importance of their own behaviour and professionalism in i) being exemplars of British values, and ii) not discussing inflammatory subjects with students (Code of Conduct)</p> <ul style="list-style-type: none"> ● Training materials are adapted to ensure that homestay hosts understand the sections of the policy they need to be aware of (Care of Under 18s Policy summary for Host families) ● Students and group leaders must be made aware of key parts of the policy: <ul style="list-style-type: none"> a) understanding terminology b) importance of maintaining a supportive and tolerant society at CIE Oxford c) what core British values are and why they are considered important d) any changes to rules, particularly those regarding IT e) that they must report concerns/ incidents and understand the procedure to do so | <p>etc) b) students c) homestays d) group leaders</p> |
| | <p>Signs that may cause concern</p> <ul style="list-style-type: none"> ● Students talking about exposure to extremist materials or views outside CIE Oxford (in this event, information must be shared with relevant local authorities) ● Changes in behaviour, e.g. becoming isolated ● Fall in standard of work, poor attendance, disengagement ● Changes in attitude, e.g. intolerant of differences/ having closed mind ● Asking questions about certain topics (e.g. connected to extremism) ● Offering opinions that appear to have come from extremist ideologies ● Attempts to impose own views/ beliefs on others ● Use of extremist vocabulary to exclude others or incite violence ● Accessing extremist material online or via social network sites ● Overt new religious practices ● Drawings or posters (e.g. in accommodation) showing extremist ideology/ views/ symbols ● Students voicing concerns about anyone | <p>Lead person to ensure all other adults are aware of signs</p> |

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| | NB: Any concerns relating to a person under 18 are safeguarding issues and should be dealt with by DSL (Irma Banyte-Kelly) or deputy DSL (Claire Neatham) and, where necessary, the Oxfordshire SCB contacted | |
| 10 | How and when to react to concerns <ul style="list-style-type: none"> • Everyone given name of who to contact lead person, how to contact them (email, phone or in person) and contact details • Confidentiality assured for the person reporting a concern • Everyone told to report any concern or incident, however small. Reassurance that all will be dealt with sensitively and carefully | Lead person to ensure everyone has necessary information |
| 11 | Policy preparation and review Policy prepared by Irma Banyte-Kelly, Co-principal on 13/07/2020. Policy will be reviewed after 12 months or earlier if there are changes in relevant legislation or in response to any significant incidents or changes in circumstances | Lead person |

| 4* Risk Rating | Actions Required | | | | | | | | |
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| LOW | Continue to review working practices on a regular basis and implement any additional control measures required within the time scale given in the Risk Assessment. | | | | | | | | |
| MEDIUM | Implement control measures within the time scale shown in risk assessment and review working practices on a regular basis. Review tooling and working practices used to reduce the probability of an incident to the lowest level possible (employee consultation should be included in the review) | | | | | | | | |
| HIGH | Do not allow work to start and review working practices Immediately . Implement all the additional control measures identified in the Risk Assessment within the given times scales. Continue to review and implement additional control measures until the probability of an accident is reduced to the lowest level possible. (employee consultation should be included in the review) | | | | | | | | |
| Risk | Who is at risk | H | M | L | Existing Controls | H | M | L | |
| Students/ staff raising concern because of their behavior and/ or online activity | Students / staff | | | X | 1.Information for students and group leaders (Pre-arrival/ Life at CIE/ Be safe) 2.Prevent policy (on website and employee handbook) 3. Staff and host family training 4. CIE aims 5. Safeguarding policy | | | | X |

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| | | | | | 6. E-safety policy 7. Filters on school IT equipment 8. Procedures for reporting 9. Disciplinary procedures | | | |
| Students being drawn into extremism/ terrorism while at CIE | Students/ staff | | | X | 1.Information for students and group leaders 2.Prevent policy (on website and employee handbook) 3. Safeguarding policy 4. Staff & host family training 5. Curriculum policy/ lesson contents/ all school projects 6. Welfare systems (progress/ attendance monitoring, tutorials) 7. Procedures for reporting 8. Friendly, supporting environment 9. Private prayer room is made available 10. Extra-curricular activities keep students engaged | | | X |
| Policy updated: 02/2021 Reviewed by: Irma Banyte-Kelly | | | | | | Reviewed on: | | |