



# St Winefride's Catholic Primary School

## Prevent Duty Risk Assessment/Action Plan 2022-2023 Academic Year

No	Prevent Vulnerability/Risk Area	Action taken/already in place to mitigate/address risk	Action Plan	By Who By When	
1	<p><b>Leadership</b></p> <p>Do the following people have a good understanding of their role and responsibilities in relation to the "Prevent Duty"?</p> <ul style="list-style-type: none"> <li>• Governing Board</li> <li>• Senior Leadership Team (SLT)</li> <li>• Teaching Staff</li> <li>• Non-Teaching Staff</li> <li>• Early Help and Safeguarding team</li> </ul>	<p>All members of the Governing Board and all members of staff have been issued with a copy of, and have signed a declaration that they have read, both "<a href="#">Keeping children safe in education</a>" and "<a href="#">Prevent duty guidance</a>", they are also issued with all relevant updates and, again, sign a declaration that they have done so. All members of staff have received 'Prevent Duty Training' and there will be a training session for the Governing Board during the Spring Term.</p>	<p>Governing Board to receive 'Prevent Duty Training' before a Full Governing Board Meeting in the Spring Term of 2022-2023 academic year.</p> <p>All new members of staff and/or the Governing Body to be issued with, both "<a href="#">Keeping children safe in education</a>" and "<a href="#">Prevent duty guidance</a>", and all relevant updates, when they commence their duties at the school. 'Prevent Duty Training' will also be undertaken as necessary.</p>	<p>Training by end of Spring term 2023.</p> <p>Ongoing</p>	
2	<p><b>Partnership</b></p> <p>Is there active engagement from the school's Governors, SLT, managers and leaders?</p>	<p>Many members of the Governing Board are active within the local community and are aware of their responsibilities with regard to Prevent. A member of the Governing Board is always available to attend parent/carer sessions and the</p>	<p>The school will be holding a 'Prevent Duty Training' session for the parents of the children attending the school. This will take place</p>		

	<p>Does the school have an identified single point of contact (SPOC) in relation to Prevent?</p> <p>Does the school engage with the Local Authority Police Prevent Leads and engage with local Prevent Boards/Steering Groups at Strategic and Operational level?</p>	<p>Governing Board are kept closely informed of any safeguarding, including Prevent, issues.</p> <p>The SPOC or Designated Safeguarding Lead (DSL) is Mrs Nicola Brosnan, the Head Teacher, other DSLs are: Ms Emma Rogan, Assistant Head Teacher. Mr Éanna McAteer, Phase 3 Leader Mr Antwan Brown, Phase 2 Leader Mrs Victoria Whitehorn, EYFS Manager</p> <p>The Head Teacher works closely with the Newham LSCB, Local Authority Designated Officer (LADO) – 020 3373 3803, Nick Pratt, Principle Officer – 020 3373 2039 and Metropolitan Police – 0300 123 1212.</p> <p>The Head Teacher may also discuss issues with the Children’s Planning and Review Team (CPRT) on 020 3373 4107/1208.</p>	<p>during the Spring Term 2023, after the Governing Board have received their training.</p> <p>These points of contact will be kept informed of any relevant concerns as soon as any issues arise.</p>		
3	<p><b><u>Staff Training and awareness</u></b></p> <p>Do all leaders and teachers have sufficient knowledge and confidence to:</p> <p>1) exemplify British Values in their management, teaching and through general behaviours in the school</p>	<p>All leaders and teachers have had sufficient training to be aware of all three issues.</p> <p>British Values are a core part of the fabric of the school and are included within management, teaching and general behaviours within the school, for example the houses within the school are named after the four Patron Saints of Great Britain. Also every class has the</p>	<p>All Patron Saints days are celebrated to promote their importance as being British. Regular quizzes etc. are held to promote and identify with the Patron Saints.</p>		

	<p>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</p> <p>3) have sufficient training to be able to recognise this vulnerability and be aware of what action to take in response</p>	<p>core British values displayed prominently.</p> <p>Through work with outside agencies and LBN our Learning Mentor and SPOC, specifically, fully understand the factors that make people vulnerable to being drawn into all forms of extremism. However all members of staff are constantly looking out for any signs of vulnerability and lack of care.</p> <p>All members of staff are aware, through KCSIE and Prevent Duty Training of the signs to look out for</p>	<p>All staff to attend WRAP and e-Learning modules to keep up to date with current best practice, on an annual basis.</p>		
4	<p><b><u>Welfare and pastoral support</u></b></p> <p>1) Are there adequate arrangements and resources in place to provide pastoral care and early help support as required by children and families?</p> <p>2) Does the school have counselling provision or is this support signposted locally or brought in?</p> <p>3) Are there adequate monitoring arrangements to ensure that early help support is effective?</p>	<p>Yes, both the Learning Mentor and SENCo are part of the Child Protection Team (CPT) and report weekly to the Head Teacher. Any requirements to provide early help are identified and put into place as quickly as possible.</p> <p>Brought in through BCCCS or LBN</p> <p>Weekly reviews take place to ensure early help is effective.</p>	<p>CPT liaise with the LBN and Brentwood Catholic Children’s Counselling Services (BCCCS)</p>	<p>CPT, LBN, BCCCS as necessary</p> <p>BCCCS or LBN as required</p> <p>Weekly by SENCo</p>	

	4) Does the support reflect the school demographic and need?	Yes.			
5	<p><b><u>Speakers and Events</u></b></p> <p>1) Is there an effective policy/framework for managing speaker requests?</p> <p>2) Is it well communicated to staff/students and complied with?</p> <p>3) Is there a policy/framework for managing school events private hire or letting of the building?</p> <p>Are off site events which are supported, endorsed, funded or organised through the school subject to risk assessment and safeguarding procedures?</p>	<p>The school does not allow unsolicited requests from external speakers. All external speakers are specifically requested/booked by subject leaders or the SLT. No external speaker is allowed to talk to the children without members of staff in attendance.</p> <p>Yes, all requests for external speakers have to be approved by the Head Teacher before they are allowed to address the children.</p> <p>The school does not allow letting or private hire.</p> <p>All events attended by the school are subject to a risk assessment before they are allowed to take place. Special emphasis is placed on safeguarding during this process and the children are not allowed to attend off site events unless the risk assessment has been checked and approved.</p>		<p>All requests for external speakers are vetted by the Head Teacher as they arise.</p> <p>Informal applications for speakers are raised at weekly staff meetings, formally in writing to the Head teacher.</p> <p>All risk assessments for educational visits are approved and signed by the Educational Visits Coordinator or in their absence the Head Teacher.</p>	

6	<p><b>Online Safety</b></p> <p>1) Does the school have a policy relating to the use of IT and does it contain a specific reference and inclusion of the Prevent Duty?</p> <p>2) Does the school employ filtering/firewall systems to prevent staff/students/visitors from accessing extremist websites and/or inappropriate material?</p> <p>3) Does this also include the use of using their own devices via Wi-Fi?</p> <p>4) Does the system alert to serious and/or repeated breaches or attempted breaches of the policy?</p> <p>Is there a policy in place for students and staff using IT equipment to research terrorism and counter terrorism in the course of their learning?</p>	<p>The school has a Computing and Online Safety policy that is reviewed annually. It includes an 'Acceptable Use Policy', which all members of the school community have to read and sign. The school is part of the London Grid For Learning (LGFL), which includes filtering and firewall systems (covering Wi-Fi) that prevent access to extremist websites and materials, as is required by Prevent Duty.</p> <p>The above policy includes the use of personal devices, including but not limited to; smart phones, tablets, laptops etc.</p> <p>Yes.</p> <p>This is included within the Safeguarding and Protecting Children Policy and the Computing and Online Safety Policy.</p>	<p>Review annually</p> <p>Both to be reviewed annually.</p>	<p>Head Teacher and Subject coordinator</p> <p>School Based Technician</p> <p>Head Teacher and Subject coordinators</p>	
7	<p><b>Prayer and Faith Facilities</b></p> <p>1) Does the school have prayer facilities?</p>	<p>The school allows members of staff who require prayer facilities to use a quiet area to say prayers at times of obligation.</p>	<p>Quiet areas are maintained to a safe and secure standard; those praying are treated with respect and allowed to pray in peace. However all areas allocated for individual prayer are accessible at all times to all members of staff.</p>	<p>All staff</p>	

	Are there good governance and management procedures in place in respect of activities and space in these facilities.	The school holds regular prayer services in both classrooms and the main hall, where the priest from the neighbouring church will lead the service, in the presence of the teaching staff.	All teaching staff must stay in attendance during all prayer services.	All teaching staff, during prayer services.	
8	<p><b><u>Premises Security</u></b></p> <p>1) Are there effective arrangements in place to manage access to the school by visitors and non-students/staff?</p> <p>2) Is there a policy regarding the wearing of ID on school premises? Is it enforced?</p> <p>3) Are dangerous substances kept and stored on site?</p> <p>4) Is there a policy in place to manage the storage, transport, handling and audit of such substances?</p> <p>5) Is there a policy covering the distribution (including electronic) of leaflets or other publicising material?</p>	<p>Yes, the school has a security card system that only allows card holders entry into the school building. Visitors and non-students/staff must sign in electronically and have their photograph taken. Visitors are also required to produce photographic ID upon request.</p> <p>All members of staff and visitors must wear their photographic ID at all times while on the school premises.</p> <p>Dangerous substances and items are stored according to COSHH regulations in locked areas of the school.</p> <p>The storage, transport, handling and audit of substances covered by COSHH regulations are covered by the school Health &amp; Safety Policy.</p> <p>Any leaflets or other publicity material must always be approved by the Head Teacher, or in their absence, the Head of School Operations.</p>	<p>All staff to be issued with photographic ID</p> <p>All visitors to be issued with photographic ID</p> <p>Head Teacher and members of SLT to ensure Photographic ID is worn at all times.</p> <p>Site supervisor to ensure all substances stored according to COSHH.</p> <p>Head Teacher or Head of School operations to approve.</p> <p>Head Teacher, SENCo or CPT to monitor.</p>	<p>Issued by Office Manager upon appointment.</p> <p>Issued by office staff.</p> <p>Head Teacher/SLT ongoing.</p> <p>Site Supervisor, ongoing.</p> <p>Site Supervisor.</p> <p>Head Teacher or Deputy Head.</p>	

	<p>6) Does the school intervene where out of school activities are identified or are likely to impact upon staff and/or children and young people i.e. leafleting, protest etc?</p> <p>Is there a policy which covers letting of premises?</p>	<p>If the school felt that there was a likelihood of an outside activity impacting the staff or children, advice would be given as to the desired choice or outcome. If the staff member or child still engages in the activity, a careful assessment of its impact would be made by the Head Teacher, SENCo or CPT.</p> <p>Would</p> <p>The school does not let the premises.</p>		<p>Head Teacher, SENCo or CPT ongoing.</p>	
9	<p><b>Early Help and Safeguarding</b></p> <p>1) Is protection against the risk of radicalisation and extremism included within Safeguarding and other relevant policies?</p> <p>2) Do Safeguarding Officers and staff receive additional and ongoing training to enable the effective understanding and handling of referrals relating to radicalisation and extremism?</p> <p>3) Does the school utilise Prevent and Channel as a support mechanism in cases of radicalisation and extremism?</p>	<p>Yes</p> <p>Yes</p> <p>Staff are aware of WRAP and Channel through their Prevent Duty training.</p>		<p>Reviewed annually by Head Teacher and Subject Coordinator.</p> <p>Ongoing as new legislation arises and Biannually for SPOC and Deputy SPOC.</p>	
10	<p><b>Communications</b></p> <p>1) Is the Local Authority Prevent Lead and their role widely known across the school?</p> <p>2) Does the school have a named Prevent Lead?</p>	<p>Yes, Ghaffar Hussain's details are kept in the Head Teacher's office and the main school office.</p> <p>Yes, Nicola Brosnan, the Head Teacher</p>	<p>Review information regularly at staff meetings</p>	<p>September 2021</p> <p>Weekly and as required As required.</p>	

	<p>3) Are staff made aware of the Prevent Duty, current risks and appropriate activities in this area?</p> <p>4) Are there information sharing protocols in place to facilitate information sharing with Prevent partners?</p>	<p>Yes, briefings are held during the weekly staff meetings and whenever new guidance is issued.</p> <p>Yes the Metropolitan Police Service and local authorities are informed of any concerns immediately.</p>			
11	<p><b><u>Incident Management</u></b></p> <p>1) Does the school have a critical incident management plan which is capable of dealing with terrorist related issues?</p> <p>2) Is a suitably trained Prevent Lead identified to lead on the response to such an incident?</p> <p>3) Does the Communications/ICT lead understand the nature of such an incident and the response that may be required?</p> <p>4) Does the school have effective arrangements in place to identify and respond to tensions on or off site which might impact upon staff, student and/or public safety?</p> <p>Are effective arrangements in place to ensure that staff and students are apprised of tensions and provide advice where appropriate?</p>	<p>Yes. The plan involves dealing with parental concerns, the media and appropriate local partners.</p> <p>Yes</p> <p>Yes, the plan has been discussed within the SLT and with the ICT Lead</p> <p>The school works with local partners and communicates effectively with staff and pupils involved.</p> <p>Yes</p>	Plan to be reviewed annually	Next review February 2023	
12	<p><b><u>Subcontracted Provision</u></b></p> <p>1) Does awareness training extend to sub-contracted provision?</p>	All providers of learning that operate in the school are aware of Prevent Duty.		Ongoing	
13	<b><u>Freedom of Expression</u></b>				



	<p>1) Does the school 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>Is the need to protect vulnerable individuals covered within this policy?</p>	<p>The school has a Freedom of Expression Statement.</p> <p>Yes.</p> <p>Yes.</p>	<p>Review biannually.</p>	<p>Next review September 2023</p>	
14	<p>Does the school have:</p> <p>Whistleblowing Policy</p> <p>Code of Conduct</p> <p>Complaints Policy</p> <p>Safer Recruitment Policy</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Review biannually.</p> <p>Review annually.</p> <p>Review biannually.</p> <p>Review biannually.</p>	<p>Next Review SLT – Oct 2024</p> <p>SLT – Sep 2023</p> <p>SLT – May 2024</p> <p>SLT – Sep 2024</p>	
15	<p>Covid-19</p> <p>Due to the COVID pandemic extra attention was paid to children's behaviour upon their return to school and also when phone calls were made to the children during the lockdown. No concerns were raised by teachers and staff either during the lockdown or when the children returned to school.</p>				