

Elmfield Rudolf Steiner School
Prevent Duty Risk Assessment and Action Plan
November 2018

Prevent Vulnerability/Risk Area	Measures already in place to address risk Measures recommended or scheduled to further address risk	Owner	When	RAG
<p>Leadership Do the following people have a good understanding of their own and school responsibilities in relation to the "Prevent Duty"?</p> <ul style="list-style-type: none"> • Board of Governors • Coordination Group • Staff • Safeguarding team 	<p>Safeguarding policy now updated to include Prevent Duty and reporting / referral regime. Anti-radicalisation policy updated 20.11.18 DB and JTC attended Prevent Duty workshop on 6/10/16. CP and RJH attended Prevent Duty workshop on 1/2/18. Training day on 18/10/16 had time allocated to Prevent Duty within the safeguarding workshop. Council members attended Safeguarding Training which had time allocated to Prevent Duty – 3.10.17</p>	DB		
<p>Partnership</p> <p>1) Is there active engagement from the school's Trustees/Governors?</p> <p>2) Does the school have an identified single point of contact (SPOC) in relation to Prevent?</p> <p>3) Does the school engage with the relevant Local Authority Prevent Leads?</p>	<p>Trustees provided with briefing by DB (Designated Safeguarding Lead and Prevent Lead) at first Council of Management meeting of Autumn term 2015. Trustees already have the Anti-radicalisation policy.</p> <p>The Prevent Lead (SPOC) for Elmfield is the Designated Safeguarding Lead, Diana Ball. She is responsible for oversight of the Prevent Action Plan.</p> <p>The school, through its Designated Safeguarding Lead, is familiar with the Local Authority point of contact and any referral or request for advice will be made via this point of contact. If relevant, Police Prevent Leads will be contacted.</p> <p>Local Authority Prevent Officer is John Hodt and his contact number is 01384 814736 or email inbox@west-midlands.pnn.police.uk</p>	DB		

<p>Welfare and pastoral support</p> <p>Are there adequate arrangements and resources in place to provide pastoral care and support as required at school? Does the school have chaplaincy provision or is this support signposted locally or brought in? Are there adequate monitoring arrangements to ensure that this support is effective? Does the chaplaincy support reflect the student demographic and need?</p>	<p>The first line of welfare and pastoral support is that provided by Class Teachers and Class Guardians. Issues will be escalated to the Safeguarding Team as required. The Safeguarding Team acts as a central internal body to signpost pupils and families or request professional support. This support is virtually always provided by reputable external agencies (e.g. CAMHS). There is no chaplaincy support provided by the school but the school has a list of counsellors which is sent to parents on request.</p>	DB		
<p>Staff Training</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 school? 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? 	<p>All staff have received the anti-radicalisation policy following a briefing at staff meeting on 17.1.18.</p> <p>The factors that maximise vulnerability to radicalisation are set out clearly in the anti-radicalisation policy and staff guidance.</p>	DB		
<p>Speakers and Events</p> <ol style="list-style-type: none"> 1) Is there an effective policy/framework for managing speaker requests? 2) Are events which are supported, endorsed, funded or organised through the school subject to scrutiny? 	<p>All speakers are organised by or approved by the Coordination Group, with the exception of Upper School Assemblies, the speakers for which are organised by the Upper School Lead, who is a member of the Coordination Group. No policy is required due to the small size of our school.</p> <p>Any large events are approved by the Coordination Group, with the exception of pedagogical events, which are approved by the College of Teachers.</p>	CG		

<p>Safety Online</p> <ol style="list-style-type: none"> 1) Does the school employ filtering/firewall systems to prevent staff/students/visitors from accessing extremist websites and material? 2) Does this also include the use of their own devices via Wi-Fi? 3) Does the system alert to serious and/or repeated breaches or attempted breaches of the policy? 	<p>An appropriate firewall is in place for school PC use. However, pupils' mobile phones are only to be used with the express permission of a member of staff and under their supervision. The school's firewall notifies the IT Administrator (TTB) in the event of any breach.</p> <p>The school has no Wi-Fi so no students can access any inappropriate material via their own devices unless they switch their own data on.</p> <p>From September 2015 all IT teaching has been transferred to Stourbridge College (now part of BMET). Elmfield's Designated Safeguarding Lead has visited the IT training centre and spoken to their staff to satisfy herself that the provision has adequate measures in place.</p>	LET		
<p>Prayer and Faith Facilities</p> <ol style="list-style-type: none"> 1) Does the school have prayer facilities? 2) Are good governance and management procedures in place in respect of activities and space in these facilities? 	<p>In the past the school had a request from one family for prayer space for their children and for their mother when she was teaching at school. This is now no longer needed.</p>	DB		
<p>Campus Security</p> <ol style="list-style-type: none"> 1) Are there effective arrangements in place to manage access to the campus by visitors and non-students/staff? 2) Is there a policy regarding the wearing of ID on campus? Is it enforced? 3) Are dangerous substances kept and stored on site? 4) Is there a policy in place to manage the storage, transport, handling and audit of such substances? 5) Is there a policy covering the distribution (including electronic) of leaflets or other publicising material? 	<p>Electric gates are in place and entry is via permission only from Reception. Reception staff challenge all visitors and monitor them to ensure they sign in at Reception. No ID is worn by staff as the cohort of staff is so small. Visitors are required to wear a visitors' badge at all times and visitors without a badge will be challenged by staff. We are introducing colour-coded lanyards shortly as an additional safety measure.</p> <p>In 2015 additional security was put in place to prevent intruders from jumping over the front wall. The level of the wall has been raised and fencing installed to secure the perimeter.</p>	LET		

<p>6) Does the school intervene where off campus activities are identified or are likely to impact upon staff and/or students i.e. leafleting, protest etc?</p>	<p>Dangerous substances are locked away in the Estates hut, science storeroom and cleaning storage in the cellars. COSHH assessments are in place.</p> <p>No leaflets can be distributed without permission from the school office, who will in turn seek advice from Coordination Group. A member of staff is on duty at the end of the school day and this person would be able to observe any attempt to leaflet or canvass pupils' opinions.</p>			
<p>Safeguarding</p> <p>1) Is protection against the risk of radicalisation and extremism included within Safeguarding and other relevant policies?</p> <p>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?</p> <p>3) Does the school utilise Channel as a support mechanism in cases of radicalisation and extremism?</p>	<p>Yes</p> <p>Yes. The Designated Safeguarding Lead attended Prevent training on 6.10.16 and will have a refresher session on 1.2.18.</p> <p>No cases have emerged to date but the first point of contact will be the Local Authority Prevent contact, John Hodt.</p>	<p>DB</p>		
<p>Outstanding vetting of staff</p> <p>Does the school take additional measures to minimise the likelihood of staff and volunteers being a source of radicalisation?</p>	<p>Yes. Since February 2014 all volunteers and staff undergo a social media check before they can begin work. No member of staff or volunteer would be permitted to begin work if there were any material or content deemed inappropriate on their social media accounts.</p> <p>The Bursar gives final approval for all appointments and the Bursar and Education Lead vet all references. Community approval is sought prior to any volunteer's approval to be in school. Safeguarding approval is sought from the Education Lead prior to any member of staff or volunteer being approved.</p>	<p>LET</p>		

<p>Staff and Volunteers</p> <p>1. Does awareness training extend to sub-contracted staff and volunteers?</p> <p>2. Is the school vigilant to the radicalisation of staff by sub-contracted staff and volunteers?</p>	<p>No, the training does not yet extend to sub-contractors and volunteers. All staff are however required to report any relevant concerns to the Designated Safeguarding Lead.</p>	<p>DB</p>		
<p>Freedom of Expression</p> <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>Whilst there is no Freedom of Expression Policy at Elmfield, it should be recognised that a core aim of Waldorf education is to develop free-thinking individuals who are tolerant and respectful of others.</p>			

Last reviewed 10/11/2018 by Diana Ball