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Produce Prevent Duty Accountability Statement and Data Return 2022/23 in line with Office for Students guidelines

Accountability Statement and Data Return submitted on date requested

Prevent Lead

01-Dec-23

Accountability & Data Return for 2023 covering period 1 August 2022 to 31 July 2023 to be considered at Working Group meeting on 6.11.23 prior to being approved by Council, noted by Senate and submitted to the OIS by 1 December 2023

6	Consult students and staff on the Prevent duty at various points	Students and staff are consulted and aware of the University's Prevent arrangements. All views are considered by the University.	Prevent Lead	Ongoing	<p>Student Union are invited to working group meetings and minutes and papers are always sent to the officers and CEO of Student Union who are named as members of the group in the ToR</p> <p>Prevent Coordinator had asked Ruth Shama in the Advice Centre to contact the new Student Officers in UBS and invite them to attend the working group and training on Prevent was also offered again Meeting with Ruth Shama and Sabbatical Officers needed to be rescheduled as Student Union could not make it. Prevent Lead has now contacted How Hanis who is Advice Manager in UBS and George Blake who is the Democratic Review Project Officer offering the opportunity to meet with them and the new Officers. Date to be confirmed</p> <p>For 2023/24 Prevent Lead will continue to investigate possibility of other students being involved on the Prevent Working Group Prevent Lead to work with Apprenticeship Hub to see if a rep from Apprenticeship Programmes would wish to be involved once they have done their training Prevent Lead has also contacted Job Shop to see if that would be a route to recruiting student reps, but that is not possible</p>	Ongoing

7	Keep accurate records of any Prevent cases	Data will be available for annual reporting in line with Office for Students requirements.  Cases/concerns recorded accurately and efficiently and can be monitored effectively.	Prevent Lead	01-Aug-24	Data being collected and secured for period 1 August 2023 to 31 July 2024  APEX incident database now formally being used to record Prevent related safeguarding concerns (as we have been doing on an ad hoc basis anyway). A Prevent category has been introduced into the APEX incident database which allows data to be captured for the annual Accountability & Data Return for the Office for Students and notes can be added to the incident log to add updates on case handling. Head of Security & Emergency Planning, Prevent Coordinator and Student Support & Welfare Manager all have access to this system and the Prevent data which will be stored here. Administrative Assistant in the Office of Student Complaints, Conduct & Appeals (OSCCA) checks APEX daily and can notify the Prevent Lead / Head of Security & Emergency Planning of any potential Prevent related safeguarding concerns, as well as updating the log when required	Ongoing
8	Further review of COP in the context of Freedom of Speech with the imminent Higher Education (Freedom of Speech) Bill which would impose requirements for universities and students' unions to protect freedom of speech	Update process in Code of Practice on Free Speech and Events	University Secretary and General Counsel and Prevent Lead	Aug-24	Revised Code of Practice published in 23/24, along with an updated Freedom of Speech statement. Consider reviewing COP again in 2023/24 in the light of new Higher Education (Freedom of Speech) Act 2023 - await guidance from OS.	Ongoing



**Draft Policy for Prayer Rooms and other Faith Related Facilities has been drafted, implemented and promoted**

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**Head of Student Services**

**Aug 24**

**Policy for Prayer Rooms and other Faith Related Facilities has been drafted, implemented and promoted At Working Group**



	<b>Review and oversee implementation of any changes to the University's approach to Prevent following publication in September 2023 of revised Prevent Duty Guidance.</b>	<b>Prevent Duty Guidance 2023 reviewed with any changes to the University's approach to Prevent being made to ensure continued compliance with the</b>	<b>Prevent Lead</b>	<b>Jan 24</b>	<b>Review Prevent Duty Guidance and briefing notes at Working Group meeting on 6/11/23</b>	<b>Ongoing</b>
	<b>Monitor and oversee implementation of recommendations arising from 2023 internal Prevent Audit</b>	<b>Audit recommendations will have been implemented</b>	<b>Prevent Lead (who will also liaise with Director of HR, Head of Privacy and Chief Information Security Officer where relevant)</b>	<b>Aug 24</b>	<b>Final audit recommendations TBC. Once the final report and recommendations have been provided, monitoring and implementation can progress.</b>	<b>Ongoing</b>