

## **MANCHESTER METROPOLITAN UNIVERSITY**

### **Statement on compliance with the Prevent duty**

1. The Prevent Duty Guidance for higher education institutions in England and Wales, issued under the Counter-Terrorism and Security Act 2015 ('the Act'), came into force on 18 September 2015. This statement sets out how the University fulfils the duty it has under the Act to have due regard to the need to prevent people from being drawn into terrorism.
2. A detailed response to the Act and the Prevent Duty Guidance was approved by the University on 21 September 2015. The response identified all of the relevant statements in the Prevent Duty Guidance and set out the University's position.
3. The University seeks to strike an appropriate balance between the obligations it has under the Prevent duty and other relevant statutory responsibilities, notably the responsibility it has under the Education (No. 2) Act 1986 to secure freedom of speech under the law.
4. Compliance with the Prevent Duty Guidance is achieved through:
  - (i) clear institutional leadership, management, and supporting structures;
  - (ii) the operation of appropriate policies and procedures;
  - (iii) effective engagement with other partners, including efficient and compliant information sharing practices with Local Authority and the Police;
  - (iv) appropriate staff training;
  - (v) communication with staff and students;
  - (vi) appropriate welfare, pastoral and chaplaincy support;
  - (vii) effective management of concerns about individuals;
  - (viii) effective engagement with the Students' Union.

Each of these elements is described in more detail below.

#### **5. Clear institutional leadership, management and supporting structures**

The University has an Office for Students Compliance Group that oversees the implementation of the Prevent Duty. The Office for Students Compliance Group is chaired by the Chief Operating Officer and includes other senior members of staff with relevant responsibilities.

The University's Prevent Management Group oversees the practical and operational implementation of the University's Prevent duty responsibilities. The Group is chaired by the Academic Registrar and reports into the Office for Students Compliance Group.

#### **6. The operation of appropriate policies and procedures**

Compliance with the Prevent duty is underpinned by a number of policies and procedures. In particular:

- (i) the Code of Practice on Freedom of Speech, which is reviewed regularly to ensure that it continues to meet all relevant legal requirements;
- (ii) the Policy for the Acceptable Use of University IT Services, and a process for web filtering and monitoring;
- (iii) the Safeguarding Policy, which references processes for raising Prevent concerns;
- (iv) a Standard Operating Procedure that details the processes that Manchester Metropolitan University staff and students should follow in relation to the declaration and management of research and research data that is related to the Prevent Duty;
- (v) information-sharing procedures, including the University Data Protection Policy, which are overseen by the University's Legal Services department to ensure that all of the relevant legal requirements are met;
- (vi) procedures for engaging with relevant external organisations and individuals, including the North West Regional Prevent Co-ordinator for FE/HE, and the police.

Through briefings, web-based information and other means, the University endeavours to ensure that these policies and procedures are properly followed and applied.

## 7. Effective engagement with other partners

The Assistant Academic Registrar is the point of contact for the operational delivery of Prevent-related activity. A senior member of staff in the Academic Registrar's Office provides day-to-day operational management and co-ordination of Prevent-related work, and has regular scheduled meetings with the North West Regional Prevent Co-ordinator for FE/HE, and sits on the Manchester City Council's Prevent Steering Group. Other senior members of staff liaise with external partners as required.

## 8. Appropriate staff training

The University has developed an on-line training package, which is regarded as essential for all staff and is delivered through the University's Moodle portal. Staff are required to refresh their training every two years in order to keep knowledge up to date. Staff engagement with the online training is monitored regularly through the University's Moodle portal. In addition, the University has developed a tiered approach to training to ensure that staff in senior roles, academic staff and groups of professional services staff in student-facing roles receive supplementary Prevent-related training.

## 9. Communication with staff and students

Information about the Prevent Duty and the University's responsibilities is available on the staff intranet. Communication with staff about the Prevent duty is undertaken through an annual briefing note from the Chief Operating Officer.

Communication with students is undertaken jointly with the Students' Union. Information about the Prevent duty and the University's approach to Freedom of Speech is made available to students via the University's Student Life web pages.

The information on the Student Life web pages is signposted in the University's welcome materials for students.

A Privacy Notice for the Prevent Duty is available on the University's webpages.

#### 10. Appropriate welfare, pastoral and chaplaincy support

Welfare and pastoral support for students is provided by the Student Services department and (for students in University halls of residence) the Residential Services department. Chaplaincy services are co-ordinated by the Student Services department and provided partly through the St Peter's House Church and Chaplaincy.

The Student Referral guide that is produced annually by the Student Services department and distributed to all members of academic staff includes a section on concerns about radicalisation of students, which references the responsibilities the University has under the Prevent duty.

#### 11. Effective management of concerns about individuals

The University takes a consistent approach to the management of concerns about individuals under the Prevent duty, and has a protocol for engaging with external agencies. Such matters are referred to the Academic Registrar in the first instance who then consults with relevant colleagues and, where appropriate, with external agencies, under which prior approval must be obtained from the Chief Operating Officer.

#### 12. Effective engagement with the Students' Union

The University works closely with the Students' Union over the operation of policies and procedures that underpin compliance with the Prevent duty, particularly the Code of Practice on Freedom of Speech and communication with students. The Chief Executive Officer of the Students' Union is a member of the Office for Students Compliance Group and the Prevent Management Group. The Students' Union ensures that appropriate training is provided for Students' Union staff and elected officers.

#### 13. The Statement on compliance with the Prevent duty is reviewed annually by the University's Office for Students Compliance Group.

<b>Version</b>	1.6	<b>Author Name &amp; Job Title</b>	Alex Thorley, Academic Registrar
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