

# Prevent: making a referral

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## Where will I find the Prevent Referral Form?

The referral form is in this pack – please save in your school's safeguarding documents  
Once you have completed this form, please email it to:  
**nectu.fimu@westyorkshire.pnn.police.uk**

## Who makes the Prevent/ Channel referral?

The referral will be made by the Designated Safeguarding Lead in conjunction with the school senior leadership team in accordance with School or Academy Trust policy.

You may wish to discuss the matter with your Safer Schools Officer but the referral should be made by the school on the Channel referral form **not** via the Safer Schools Officer through Niche.

## What if I am not sure whether or not to make a Prevent/ Channel referral?

Do not hesitate to contact the Prevent team to discuss your concerns. We are able to access informal advice rapidly from West Yorkshire Police and the Counter Terrorism Unit and provide support either whilst the referral is being processed or if you decide not to make the referral but would appreciate help in dealing with the issue, as long as it is related to our Prevent remit.

## How do I ensure that I am following the correct process?

Follow the 'Notice, Check, Share' guidance on the Prevent Referral Poster. If you are unsure get in touch with the Prevent team.

When completing the form it is important to include all the relevant information relating to your concerns – including the use of obscene language / material or hate speech.

## If I make a referral have I stigmatised this person as a criminal or terrorist?

Absolutely neither. Prevent is totally non-criminal and is there to protect vulnerable people from being radicalised or drawn into terrorist (criminal) activity. Whether or not the referral goes to the Channel Panel the emphasis is on supporting the individual.

## Should I tell the family / carers about the referral?

Unless you consider that this would seriously hamper any investigation you are strongly advised to discuss this with the family. This gives you the opportunity to discuss any factors that might be influencing attitudes or behaviour. It also gives you the opportunity to explain the nature of Prevent and explain that it is supportive and there to help. Prevent is designed to keep people from harm – not to stigmatise the individual or their family. Although this can be a difficult conversation it can avoid breaking the relationship between family and school and also avoid complaints that the matter has not been managed appropriately.

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As in any safeguarding incident if you consider that informing the family / carers will increase risk to the child / young person please do not inform them of the action but consult with Education Safeguarding and / or the Prevent team.

If you are in doubt please contact us.

## What happens next?

The referral will be reviewed and evaluated by an officer in the CTU. A visit will be made to the home by a specialist police officer, this part of the process is assisted if the family are already aware of the referral. In most instances the officers are able to clarify the situation and discuss possible outcomes. This often leads to support for families often as simple as setting parental controls on internet devices.

If there is evidence of radicalisation or risk of radicalisation further intelligence will be gathered. However, in many instances the reviewing officer will close the case and not refer to Channel. The reasons for closure are recorded and copied to the Prevent team who will offer further support to the school and / or individual.

If the referral meets the criteria to be discussed at the Channel Panel all the information, including a detailed risk assessment will be presented to the multi-agency panel. They will decide on the most appropriate course of action (intervention) for the individual. Any intervention is confidential, undertaken by Home Office approved people or organisations and absolutely voluntary.

The Prevent Education Officer will maintain contact with the school in a supportive capacity.

## Will making a Prevent Referral harm the reputation of the school?

No – it is evidence that the school knows, understands and implements the Ofsted framework with regard to all aspects of safeguarding. In most instances the school will have priority access to Prevent projects and will be invited to apply for Prevent Champion status. The latter is available to all schools regardless of making a referral.

## Contacts

### **Bradford MDC Prevent Team:**

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