

CiRCOMEDIA

PREVENT RISK ASSESSMENT

Reference:	RA-AC-23
Activity:	<i>Prevent</i> strategy
Owner:	Circomedia
Author:	Operations and Academic Teams
Date agreed by SMT/Board:	2 nd January 2024
Version:	1.2
Date of last review:	17 th December 2025
Date of next review:	17 th December 2026
Changes to document:	Small grammatical corrections. Under section 2 <i>Prevent</i> training reworded to cover every academic year. Deputy CEO added.

This risk assessment will be reviewed and ratified at least annually and/or following any updates to national and local guidance.

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No.	Identified hazards	Who might be harmed?	Measures currently in place	Risk rating (number and rate)	Necessary actions to reduce/eliminate hazard	Relevant legislation & guidelines	Monitoring & feedback system
1	<p>Online Safety</p> <p>a) External organisations or individuals making contact with a view to radicalisation or inciting violence</p> <p>b) Students or staff accessing unlawful material</p>	Staff, students	<p>a) Protecting COBC and Circomedia email addresses, strong firewall, advice to students in induction and reminders to be aware of who is contacting them and potential risks</p> <p>b) Ensuring inappropriate material cannot be stored or accessed on Circomedia drives, ensuring inappropriate material cannot be accessed from Circomedia computers, reinforced messaging about on-line safety when using own devices</p>	Medium 10	<p>Updating software for system and apps</p> <p>Frequent reminders</p> <p>Monitoring of files held</p> <p>Updated restrictions</p>	<p>Working Together to Safeguard Children (changes Sept 2023)</p> <p>Keeping Children Safe in Education (changes Sept 2025)</p>	<p>All staff and students to report potential Prevent issues to Safeguarding Team:</p> <p>Zannah Chisholm, DSL/CEO</p> <p>Jono Ayres, DSO</p> <p>Rhiannon Lloyd, DSO</p>

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2	<p>Partnership</p> <p>a) Lack of awareness of local or national risks</p> <p>b) Insufficient understanding of how to address dangers</p>	Staff, students	<p>a) Safeguarding Team in communication with CoBC and networking with Keeping Bristol Safe Partnership</p> <p>b) On-line advice and training</p>	Medium 10	<p>Annual refresher <i>Prevent</i> training to all BTEC staff every Sept on INSET days</p> <p>In person training for key staff</p> <p>Posters up around space</p>	<p>The Prevent Duty (2023)</p> <p>Counter Terrorism and Security Act (2015)</p> <p>Statutory Guidance on Prevent Duty (2023)</p>	<p>All on safeguarding@circomedia.com</p> <p>Rhiannon Lloyd, Student Support Officer and DSO (Safeguarding Concerns and Teaching Practices) rhiannonl@circomedia.com</p> <p>• Deputy CEO Tom Newman</p>
3	<p>Leadership</p> <p>a) Insufficient emphasis amongst senior staff</p> <p>b) Weak action plan</p>	Staff, students	<p>a) Understanding within Safeguarding Team</p> <p>b) Developing adequate plan</p> <p>c) Following Safeguarding in Education Team emails and advice within them</p>	Medium 10	Training for all managers and trustees	<p>Prevent Safeguarding Learners Guidance</p> <p>Prevent Duty Training</p>	<p>• Deputy CEO Tom Newman</p>

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4	Staff awareness and training a) Lack of understanding of factors or signs of vulnerability b) Unwillingness to challenge extremist viewpoints c) Lack of clarity about how to refer concerns	Staff, students	a) Workshops - induction or inset days. Tutorials with students. Posters. Teams. b) Small numbers of students make it hard to conceal extremist views c) General awareness of the issue: <i>Prevent</i> advice in the Safeguarding policy d) Forthright and politically-aware staff make this unlikely e) Included in safeguarding policy	Medium 10	Specific inset Posters Promoting the Home Office training on-line		<i>Cont. from above</i> By email, survey or via internal meetings: • Safeguarding Team Meetings BTEC Teaching Team Meetings • HE Teachers Meetings • Health and Safety Committee • Staff and student Surveys • Safeguarding @circomedia.com
5	Speakers and events a) Visiting performers, speakers or tutors given a platform to promote extremist views or materials	Staff, students, audiences	a) Performance programme curated by DSL b) Hirers are generally corporate or wedding parties or similar, without contact with students or many staff c) Visiting tutors are not left alone with students (where applicable)	Remote 5	Increase awareness of staff		By email, survey or via internal meetings: • Safeguarding Team Meetings BTEC Teaching Team Meetings • HE Teachers Meetings • Health and Safety Committee • Staff and student Surveys • Safeguarding @circomedia.com

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6	Welfare and pastoral care a) Insufficient awareness of general student well-being b) Lack of support for potentially vulnerable students or staff	Staff, students	a) Student support officer in regular contact with all students b) Academy Admin team in regular contact with the whole student body c) Opportunities for students to share concerns with teaching staff are plentiful d) Good level of awareness means that appropriate support can be put in place	Unlikely 6	Prevent awareness at induction days Posters making it clear that radicalisation is an issue and that there are people to talk to		As above
7	Prayer and faith facilities Staff or student requirements place them at danger of radicalisation	Staff, students	a) There are currently no students/staff who have requested faith support or to use facilities b) designated space at Kingswood available c) Information regarding safe space is included in induction	Remote 5	Maintain awareness		

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				<i>and rate)</i>			
8	Work based learners Students on work experience may be exposed to radicalisation	Staff, students	a) Careful checks on work experience hosts b) Most work experience is within Circomedia c) The sector is not known to be a host to extremism d) In more open situations, students are usually in groups and with staff present	Remote 5	Hosts to sign agreements that include commitment to combat extremism		As above
9	Promoting British values Not embracing democracy, rule of law, individual liberty, mutual respect for/ tolerance of those with different faiths and beliefs or those without faith, leading to intolerance or tensions	Staff, students	a) British values within BTEC curriculum b) Focus during induction c) Ongoing emphasis on tolerance d) Individualism a predominant characteristic of the staff and students	Remote 5	Reinforce values throughout the year		

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10	Campus/venue security a) Insufficient security may lead to people being targeted or attacked b) Dangerous materials could be accessed by extremists	Staff, students, audiences	a) Portland Sq: front and rear doors closed, and cannot be opened from outside without a key, throughout sessions unless people are arriving or leaving b) Staff always present inside the building, and on the door for hires or performances c) Hazardous materials kept in locked cupboards d) Visitors signed in and out and issued with lanyards	Unlikely 10	a) Training for FOH b) Reminders to teaching staff		<i>As above</i>
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Signed by person responsible for the activity:	Zannah Chisholm
Date: 17 December 2025	Signature: Z Chisholm

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RISK MATRIX

		Severity					
		Minor injury/ no injury	Minor injury/ on site first aid	Injury requiring external medical treatment	Major injury/ hospitalisation	Death	
		1	2	3	4	5	
L i k e l i h o o d	Certain	5	5	10	15	20	25
	Likely	4	4	8	12	16	20
	Possible	3	3	6	9	12	15
	Unlikely	2	2	4	6	8	10
	Remote	1	1	2	3	4	5
		Risk Rating					

15-25 High Risk

Fatal outcome possible or serious injuries to more than one person

6-12 Medium Risk

Serious injury or irreversible health effect

1-5 Low risk

Minor injury (may require first aid) or reversible minor health effect