



# **GUIDANCE FOR WORKING WITH ADULTS AND CHILDREN / YOUNG PEOPLE WHO ARE VULNERABLE TO THE MESSAGES OF VIOLENT EXTREMISM**

December 2015  
Updated January 2017

## **1. Introduction**

### **1.1 Overview**

The current threat from Violent Extremism in the United Kingdom is real and severe and can involve the exploitation of vulnerable people, both children and adults, to involve them in extremist activity.

Wigan Safeguarding Adults Board, Wigan Safeguarding Children's Board and Wigan Building Stronger Communities Partnership agree that this exploitation should be viewed as a safeguarding concern and should be embedded within local safeguarding processes and frameworks.

This guidance is designed to provide a clear framework with which to respond to safeguarding concerns for those adults / children and young people who may be vulnerable to the messages of violent extremism, and provides details of the local processes agreed by the local safeguarding boards and regionally by GMP's Channel Team.

This framework is underpinned by a number of key principles:-

- Each vulnerable adult / child is unique, is vulnerable for unique reasons and needs an individualised response
- Each vulnerable adult / child effects and is affected by multiple domains i.e. family, community, societal etc.
- Wigan local authority and its partners have a duty to respond promptly and robustly to concerns raised around possible safeguarding issues
- Information will be shared with other agencies and local authorities as appropriate in the interests of protecting an / adult child from serious harm
- This is a collaborative process to enable effective integrated working to improve outcomes for vulnerable adults / children and young people, arising from an identified concern regarding vulnerability to violent extremist narratives and ideologies.

Safeguarding Adults Principles as defined by the Care Act 2014 are as follows:

- Empowerment – presumption of person led decisions and informed consent.
- Prevention – It is better to take action before harm occurs.
- Proportionality – Proportionate and least intrusive response appropriate to the risk presented.

- Protection – Support and representation for those in greatest need.
- Partnership – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- Accountability – Accountability and transparency in delivering safeguarding.

## 1.2 Definitions

### Children / Young People

A **child** is defined in the *Children Acts* 1989 and 2004 as anyone who has not yet reached their 18<sup>th</sup> birthday. **Safeguarding and promoting the welfare of children** in Working Together to Safeguard Children 2015 is defined as:-

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care and undertaking that role so as to enable those children to have optimum life chances and to enter adulthood successfully.

Children in need are those, defined under Section 17 of the Children Act 1989, who are unlikely to reach or maintain a satisfactory level of health or development or their health or development are likely to be significantly impaired without the provision of services, or who are disabled. Local authorities have a duty to safeguard and promote the welfare of children in need and those in need of protection.

Some children are in need because they are suffering, or likely to suffer, significant harm. The Children Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of children, and gives local authorities a duty to make enquiries to decide whether they should take action to safeguard or promote the welfare of a child who is suffering, or likely to suffer, significant harm. Harm can be categorised as physical, emotional or sexual abuse or neglect.

### Adults

The Care Act 2014 sets out new guidance regarding adult safeguarding definitions and criteria as follows.

The safeguarding duties apply to an adult who:

- has needs for care and support (whether or not the local authority is meeting any of those needs) and;
- is experiencing, or at risk of, abuse or neglect; and
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

Local authorities should not limit their view of what constitutes abuse or neglect as they can take many forms and the circumstances of each individual case should always be considered. **Individual** categories of abuse identified are:-Physical abuse, Domestic violence, Sexual abuse, Psychological abuse, Financial or material abuse, Modern slavery, Discriminatory abuse, Organisational abuse, Neglect and acts of omission

### **1.3 Preventing Violent Extremism**

The Counter-Terrorism and Security Act 2015 places a duty on specified authorities to ‘have due regard, in the exercise of its functions, to the need to prevent people from being drawn into terrorism’

The Prevent strategy, published by the government in 2011, is part of the UK’s overall counter-terrorism strategy, CONTEST. The aim of the Prevent strategy is to reduce the threat to the UK from terrorism by stopping people becoming terrorists or supporting terrorism. In the Act this has simply been expressed as “prevent people from being drawn into terrorism”.

The Prevent strategy has three specific strategic objectives:

- Respond to the ideological challenge of terrorism and the threat we face from those who promote it;
- Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support; and
- Work with sectors and institutions where there are risks of radicalisation that we need to address.

**April 2015 introduced additional changes to the Prevent strategy. Through the National Prevent Duty Local authorities are now expected to:**

- Assess the risk of individuals being drawn into terrorism. This includes not just violent extremism but also non-violent extremism, which can create an atmosphere conducive to terrorism and can popularise views which terrorists exploit.
- Ensure this risk assessment is also be informed by engagement with Prevent coordinators, schools, universities, colleges, local prisons, probation services, health, immigration enforcement and others and,
- Incorporate the duty into existing policies and procedures, so it becomes part of their day-to-day work. Section 36 of the Duty is likely to be relevant to fulfilling safeguarding responsibilities in that local authorities should ensure that there are clear and robust safeguarding policies to identify adults and children at risk.

Local authorities have a duty to safeguard and promote the welfare of children and adults in need and those in need of protection. Some adults and children are in need because they are suffering, or likely to suffer, significant harm. The Children Act 1989 and the Care Act 2014 introduced the concept of significant harm as the threshold that justifies compulsory

intervention in family life in the best interests of adults and children at risk of abuse of neglect, and gives local authorities a duty to make enquiries to decide whether they should take action to safeguard or promote the welfare of an / adult / child who is suffering, or likely to suffer, significant harm. Harm can be categorised as physical, emotional or sexual abuse or neglect.

#### **1.4 Violent Extremism / Extremism Definition within the Wigan Context**

Violent extremism and extremism within the Wigan context can be defined as follows:

The demonstration of unacceptable behaviours by using any means or medium to express views which:

- foster, justify or glorify terrorist violence in furtherance of particular beliefs;  
e.g. inciting others into acts of violence to further a set of political, ideological or religious beliefs
- seek to provoke others to terrorist acts;  
e.g. actively recruiting others people to take part in terrorist activity
- foment other serious criminal activity or seek to provoke others to serious criminal acts  
e.g. both producing and allowing the production and dissemination of extremist messages including posters / leaflets / DVDs and other forms of new technology..
- foster hatred which might lead to inter-community violence in the UK  
e.g. leading and actively contributing to activities that lead to tension and misunderstanding between different groups or communities

#### **1.5 Legislative and Policy Framework**

The following legislation and policies have provided the framework for this protocol:-

- The Children Act 1989; revised 2004
- Working Together to Safeguard Children 2015
- The Care Act 2014
- The Framework for the Assessment of Children in Need and their Families  
Department of Health 2000
- The Domestic Violence, Crime and Victims Act 2004
- Channel Duty Guidance 2015
- CONTEST (The National Counter-Terrorism Strategy)
- Equality Act 2010
- Crime and Disorder Act 1998

## 1.6 Vulnerability Indicators

The research and evidence base pertaining to this risk group is limited, but is developing rapidly. There is no such thing as a 'typical extremist' and those involved in extremism come from a range of backgrounds and experiences.

The following indicators have been provided to support workers in Wigan to understand and identify factors that may suggest an adult, child, young person or their family may be vulnerable or involved with violent extremism.

Research shows that indicators of vulnerability can include:-

- **Identity Crisis** - Distance from cultural / religious heritage and uncomfortable with their place in the society around them.
- **Personal Crisis** - Family tensions; sense of isolation; adolescence; low self-esteem; disassociating from existing friendship group and becoming involved with a new and different group of friends; searching for answers to questions about identity, faith and belonging
- **Personal Circumstances** - Migration; local community tensions; events affecting country or region of origin; alienation from UK values; having a sense of grievance that is triggered by personal experience of racism or discrimination or aspects of Government policy
- **Unmet Aspirations** - Perceptions of injustice; feeling of failure; rejection of civic life
- **Criminality** - Experiences of imprisonment; poor resettlement / reintegration; previous involvement with criminal groups.

In addition all workers should consider the following areas where extremist behavior is a concern:-

### **Access to extremism / extremist influences**

- Is there reason to believe that the adult or adult, child/young person associates with those known to be involved in extremism - either because they associate directly with known individuals or because they frequent key locations where these individuals are known to operate? (e.g. the adult, child/young person is the partner, spouse, friend or family member of someone believed to be linked with extremist activity)
- Does the adult, child/young person frequent, or is there evidence to suggest that they are accessing the internet for the purpose of extremist activity? (e.g. Use of closed network groups, access to or distribution of extremist material, contact associates covertly via Skype/email etc.)
- Is there reason to believe that the adult, child/young person has been or is likely to

be involved with extremist/ military training camps/ locations?

- Is the adult, child/young person known to have possessed or is actively seeking to possess and/ or distribute extremist literature / other media material likely to incite racial/religious hatred or acts of violence?
- Does the adult, child/young person sympathise with, or support illegal/illicit groups e.g. propaganda distribution, fundraising and attendance at meetings?
- Does the adult, child/young person support groups with links to extremist activity but not illegal/illicit e.g. propaganda distribution, fundraising and attendance at meetings?

### **Experiences, Behaviours and Influences**

- Has the adult, child/young person encountered peer, social, family or faith group rejection?
- Is there evidence of extremist ideological, political or religious influence on the adult, child/young person from within or outside UK?
- Have international events in areas of conflict and civil unrest had a personal impact on the adult, child/young person resulting in a noticeable change in behaviours? It is important to recognise that many people may be emotionally affected by the plight of what is happening in areas of conflict (i.e. images of children dying) it is important to differentiate them from those that sympathise with or support extremist activity
- Has there been a significant shift in the adult, child/young person's behaviours or outward appearance that suggests a new social/political or religious influence?
- Has the adult, child/young person come into conflict with family over religious beliefs/lifestyle/dress choices?
- Does the adult, child/young person vocally support terrorist attacks; either verbally or in their written work?
- Has the adult, child/young person witnessed or been the perpetrator/victim of racial or religious hate crime or sectarianism?

### **Travel**

- Is there a pattern of regular or extended travel within the UK, with other evidence to suggest this is for purposes of extremist training or activity?
- Has the adult, child/young person travelled for extended periods of time to international locations known to be associated with extremism?
- Has the adult, child/young person employed any methods to disguise their true identity? Has the adult, child/young person used documents or cover to support this?

**NB: If you have concerns about Foreign Travel, please visit the Home Office Foreign Travel Advice for up to date travel information : <https://www.gov.uk/foreign-travel-advice>**

## Social Factors

- Does the adult, child/young person have experience of poverty, disadvantage, discrimination or social exclusion?
- Does the adult, child/young person experience a lack of meaningful employment appropriate to their skills?
- Does the adult, child/young person display a lack of affinity or understanding for others, or social isolation from peer groups?
- Does the adult, child/young person demonstrate identity conflict and confusion normally associated with youth development?
- Does the adult, child/young person have any learning difficulties/ mental health support needs?
- Does the adult, child/young person demonstrate a simplistic or flawed understanding of religion or politics?
- Does the adult, child/young person have a history of crime, including episodes in prison?
- Is the adult, child/young person a foreign national, refugee or awaiting a decision on their immigration/national status?
- Does the adult, child/young person have insecure, conflicted or absent family relationships?
- Has the adult, child/young person experienced any trauma in their lives, particularly any trauma associated with war or sectarian conflict?
- Is there evidence that a significant adult or other in the adult, child/young person's life has extremist view or sympathies?

More critical risk factors could include:-

- Being in contact with extremist recruiters
- Articulating support for violent extremist causes or leaders
- Accessing violent extremist websites, especially those with a social networking element
- Possessing violent extremist literature
- Using extremist narratives and a global ideology to explain personal disadvantage
- Justifying the use of violence to solve societal issues
- Joining extremist organisations
- Significant changes to appearance and/or behaviours



**NB - The list is not exhaustive and all or none may be present in individual cases of concern. Nor does it mean that vulnerable people experiencing these factors are automatically at risk of exploitation for the purposes of violent extremism. The now accepted view is that a complex relationship between the various aspects of an individual's identity determines their vulnerability to extremism. Over-simplified assessments based upon demographics and poverty indicators have consistently demonstrated to increase victimisation, fail to identify vulnerabilities and, in some cases, increase the ability of extremists to exploit, operate and recruit.**

It is vital that all professionals who have contact with vulnerable adults, children/young people receive training to enable them to recognise those vulnerabilities and help to increase safe choices. It is necessary to remember that violent behaviour operates on many levels in the absence of protective factors and that individuals largely act within the context of their environment and experiences.

Wigan Council work closely with partners to offer a range of training opportunities throughout the borough, working together in this way ensures consistency and a strong message throughout the borough.

### **1.7 Internet Access to Materials of an Extreme Nature.**

In the majority of Schools and Children's Homes in Wigan the Council computers are monitored through the SECURUS internet monitoring system. The system is used to restrict access to known sites relating to the Safeguarding of Children and Young People in the Borough. The system records details relating to site access, keyword searches and it is possible to produce screen images showing the type and nature of material accessed. In addition to the current keyword alerts already in place CHANNEL will advise Wigan of keywords and known sites relating to the distribution of messages of Violent Extremism across the full range of extreme groups and key individuals.

In line with Wigan's Safeguarding procedures any evidence of key word searches or access to inappropriate sites identified by SECURUS will trigger a referral to Social Care for further investigation. Upon receipt of a referral Social Care will determine if the site accessed relates to the Preventing Violent Extremism Agenda and if so a referral will be made appropriately to Channel using the Channel referral form in **Appendix 4**.

## 1.8 Information Sharing and Confidentiality

There is a statutory duty for workers to share information where there are concerns about the safety or well-being of a child or vulnerable adult. Numerous pieces of legislation place a power or duty on local authorities to share information safely and actively in specific circumstances including:-

- The Data Protection Act 1998
- The Human Rights Act 1998
- The Common Law Duty of Confidence
- The Crime and Disorder Act 1998
- The Children Act 2004 sections 10 and 11
- The Caldicott Principles
- Working Together to Safeguard Children 2015
- Channel Duty Guidance 2015 (sect 46)
- Counter Terrorism and Security Act 2015 (sect 38)

All information sharing must be conducted in accordance with a relevant legal power of duty, be proportionate and relevant to the circumstances presented.

## 2. Referral and intervention process

- Child and Adult Safeguarding leads within each responsible organisation will act as a Single Point of Contact (SPOC) regarding an initial conversation with practitioners for cases where violent extremism / risk of radicalisation may be a factor. SPOCS for both Children's and Adult's services are listed in **Appendix 1**.
- Where a referring agency does not have a dedicated SPOC, practitioners should liaise with the most appropriate overall Local Authority SPOCS as follows:
  - Children's – Graham Doubleday (Service Manager, Early Intervention and Prevention)
  - Adults – Carolyn Whalley (Adult Safeguarding Team Manager)
  - Children's / Adults – Paul Whitemoss (Service Manager, Safeguarding)
- The role of the SPOC is detailed in **Appendix 2**.
- The referring agency and Agency / Lead Authority SPOC will discuss the suitability of referral to the Channel Team. The Agency / Lead local Authority SPOC will provide the Channel Referral and assessment form to the practitioner who completes the form and emails securely to the Channel Team at [channel.project@gmp.pnn.police.uk](mailto:channel.project@gmp.pnn.police.uk)
- If a referral is made straight to the Channel Team, they will alert the Local Authority Lead SPOCS that a referral has been made.
- The Channel Team completes an extensive risk assessment regarding risks

around violent extremism.

- The Channel Team completes a case summary which is returned to both the Practitioner and the Agency / Lead Local Authority SPO
- At this point, and depending on the overall assessment of risk from a violent extremist perspective, and in conjunction with other safeguarding issues identified, normal safeguarding procedure and intervention takes place
- For Adults this will involve a referral to Adults Initial Assessment Team
- For Children this will involve a referral to Children's Duty Team (irrespective of whether a case has hit Channel thresholds, Children's Social Care will be notified a referral has taken place as outlined with Channel Duty Guidance 2015)
- Allocation to the correct threshold of need and appropriate professionals meeting. This will be in discussion with both Children's and Adult's Social Care and all PVE SPOCS / Channel Team members involved.
- The appropriate safeguarding meeting to be held regarding referrals will fulfill the role of an operational Channel Panel as defined by the Prevent Duty. Any interventions required from a violent extremism perspective can therefore be coordinated within a wider plan of activity around individual's risks and needs.

In addition to the above process, at all times practitioners will be instructed to:

- Refer immediately into Children's or Adults Safeguarding procedures if there are immediate non-violent extremist safeguarding risks identified at any point
- If there are immediate and serious risks regarding violent extremism activity identified then practitioners should call Greater Manchester Police on 999.

### **Strategic Channel Panel and Oversight of Referrals / Action Plans**

This will be provided by the borough's Prevent Delivery Group. This group is made up of all named safeguarding leads within this protocol, as well as locality members of GMP's Channel Team. This group (which meets bi-monthly) will be responsible for:

- Quality assurance regarding actions around individuals identified through safeguarding and early intervention plans
- Recommend whether or not cases regarding violent extremism can be closed from a Channel perspective or not (and dependent on SPOCS providing up to date intelligence regarding the outcome of individual case

plans).

- Giving consideration to the formation of an appropriate exit strategy for cases that are addressing radicalisation. They will ensure that appropriate safeguards are in place for the adult / young person, that they know where to access support should this be required in the future and services are aware that the intervention has come to an end
- Carry out 6 month reviews of Channel referrals and cases as per the Channel Duty Guidance 2015.

In addition both the Assistant Directors for both Children's and Adults Social Care will hold quarterly meetings with all three lead Local Authority SPOCS and Channel Team members if required.

The Prevent Delivery Group will provide regular strategic updates to both the Building Stronger Communities Partnership and both the children's and adults safeguarding boards.

### **Role of CHANNEL**

Channel is a Police led pan Greater Manchester strategy which seeks to identify and support vulnerable individuals who are being targeted and recruited to the cause of violent extremism or who for a variety of reasons are attracted towards it. The Prevent Duty now puts the Channel process on a statutory footing, this protocol highlights the key role the Channel Team will play within the local process. This function is set out within the Channel Duty Guidance 2015:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/425189/Channel\\_Duty\\_Guidance\\_April\\_2015.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/425189/Channel_Duty_Guidance_April_2015.pdf)

This exploitation should be viewed as a safeguarding concern under the category of emotional/psychological abuse as referenced in the Care Act and Children's Act, and that it should be embedded into the work of Local Multi Agency Adult Safeguarding Services.

Cases will meet the Channel threshold for adopting the individual for intervention against consideration of the following key factors. There must be information evidencing:

- a concern that the individual is either moving towards support for terrorism or an attraction to terrorism
- A vulnerability to radicalisation that meets a specific threshold.

- If the individual exhibits additional behavioural indicators to suggest they are moving towards terrorism.

Preventing violent extremism is a new area of work for partnership working. It may be that in the past, agencies have had concerns about vulnerabilities related to violent extremism but the lack of a structured response has led to those concerns not being fully investigated. It is recognised that while many of the more serious cases are dealt with by the police, it is the responsibility of all agencies to safeguard and promote welfare.

The Channel referral form is included within Appendix 4.

## Appendix 1

### Wigan Statutory Agency Single Point of Contact (SPOC) for Violent Extremism Policy – Children

<b>Police (GMP) North West Counter Terrorism Unit</b>	DC Jane Wilcock North West Counter Terrorism Unit Channel Case Manager  <a href="mailto:JaneA.wilcock@gmp.pnn.police.uk">JaneA.wilcock@gmp.pnn.police.uk</a> Tel: 0161 85 61030 / 07469 024982
<b>Local Authority Early Intervention and Prevention (Children)</b>	Graham Doubleday Service Manager, Early Intervention and Prevention  <a href="mailto:g.doubleday@wigan.gov.uk">g.doubleday@wigan.gov.uk</a> Tel: 01942 87747
<b>Local Authority, Safeguarding</b>	Paul Whitemoss Service Manager, Safeguarding  <a href="mailto:p.whitemoss@wigan.gov.uk">p.whitemoss@wigan.gov.uk</a> Tel: 01942 487691
<b>Local Authority Children's Social Care</b>	Naomi Cole Support and Safeguarding Social Worker  <a href="mailto:n.cole@wigan.gcsx.gov.uk">n.cole@wigan.gcsx.gov.uk</a> Tel: 01942 828152
<b>Wrightington Wigan &amp; Leigh NHS Foundation Trust</b>	Alison Whitehead Named Nurse for Child Protection  <a href="mailto:alison.whitehead@wwl.nhs.uk">alison.whitehead@wwl.nhs.uk</a> Tel: 01942 778782
<b>Wigan Borough Clinical Commissioning Group</b>	Nichola Osborne Assistant Director Safeguarding Children

	<a href="mailto:nichola.osborne@wiganboroughccg.nhs.uk">nichola.osborne@wiganboroughccg.nhs.uk</a> Tel: 01942 82780
<b>Bridgewater NHS Foundation Trust</b>	Helen Case Interim Named Nurse Safeguarding Children  <a href="mailto:Helen.case@bridgewater.nhs.uk">Helen.case@bridgewater.nhs.uk</a> Tel: 01942 481161
<b>Wigan Council Education Support</b>	Cath Pealing Service Manager, Education Support and Capital  <a href="mailto:c.pealing@wigan.gov.uk">c.pealing@wigan.gov.uk</a> Tel: 01942 486146
<b>5 Boroughs Partnership</b>	Sarah Shaw Named Professional Safeguarding Adults  <a href="mailto:Sarah.Shaw@5bp.nhs.uk">Sarah.Shaw@5bp.nhs.uk</a> Tel: 0151 244 4108
<b>Wigan and Leigh Homes</b>	Phil Parrott Service Manager, Enforcement  <a href="mailto:Phil.parrott@walh.co.uk">Phil.parrott@walh.co.uk</a> 01942 86252

**Wigan Statutory Agency Single Point of Contact (SPOC) for Violent Extremism Policy – Adults**

<b>Police (GMP) North West Counter Terrorism Unit</b>	DC Jane Wilcock North West Counter Terrorism Unit Channel Case Manager
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	<p><a href="mailto:JaneA.Wilcock@gmp.pnn.police.uk">JaneA.Wilcock@gmp.pnn.police.uk</a> 0161 85 61030 / 07469 024982</p>
<b>Local Authority Adult Social Care</b>	<p>Carolyn Whalley Adult Safeguarding Team, People's Directorate, Wigan Council</p> <p><a href="mailto:c.whallely@wigan.gcsx.gov.uk">c.whallely@wigan.gcsx.gov.uk</a> 01942 486165</p>
<b>Local Authority, Safeguarding</b>	<p>Paul Whitemoss Service Manager, Safeguarding</p> <p><a href="mailto:p.whitemoss@wigan.gov.uk">p.whitemoss@wigan.gov.uk</a> 01942 487691</p>
<b>National Probation Service (NPS)</b>	<p>Lisa Dalby Senior Probation Officer</p> <p><a href="mailto:lisa.dalby@probation.gsi.gov.uk">lisa.dalby@probation.gsi.gov.uk</a> Tel: 01942 507551 / 507552</p>
<b>Community Rehabilitation Company (CRC)</b>	<p>Danielle Buckley Interchange Manager</p> <p><a href="mailto:daniellebuckley@interservefls.gse.gov.uk">daniellebuckley@interservefls.gse.gov.uk</a> Tel: 07712 416201</p>
<b>Wigan Borough Clinical Commissioning Group</b>	<p>Reuben Furlong Assistant Director Safeguarding Adults</p> <p><a href="mailto:Reuben.Furlong@wiganboroughccg.nhs.uk">Reuben.Furlong@wiganboroughccg.nhs.uk</a> 01942 483998</p>
<b>Bridgewater NHS Foundation Trust</b>	<p>Jeanette Hogan Adults Safeguarding Lead Bridgewater Community Healthcare NHS Trust</p> <p><a href="mailto:Jeanette.Hogan@bridgewater.nhs.uk">Jeanette.Hogan@bridgewater.nhs.uk</a> 01942 482690</p>



<b>5 Boroughs Partnership</b>	Sarah Shaw Named Professional Safeguarding Adults  <a href="mailto:Sarah.Shaw@5bp.nhs.uk">Sarah.Shaw@5bp.nhs.uk</a> 0151 244 4108
<b>Wigan and Leigh Homes</b>	Phil Parrott Service Manager, Enforcement  <a href="mailto:Phil.parrott@walh.co.uk">Phil.parrott@walh.co.uk</a> 01942 86252

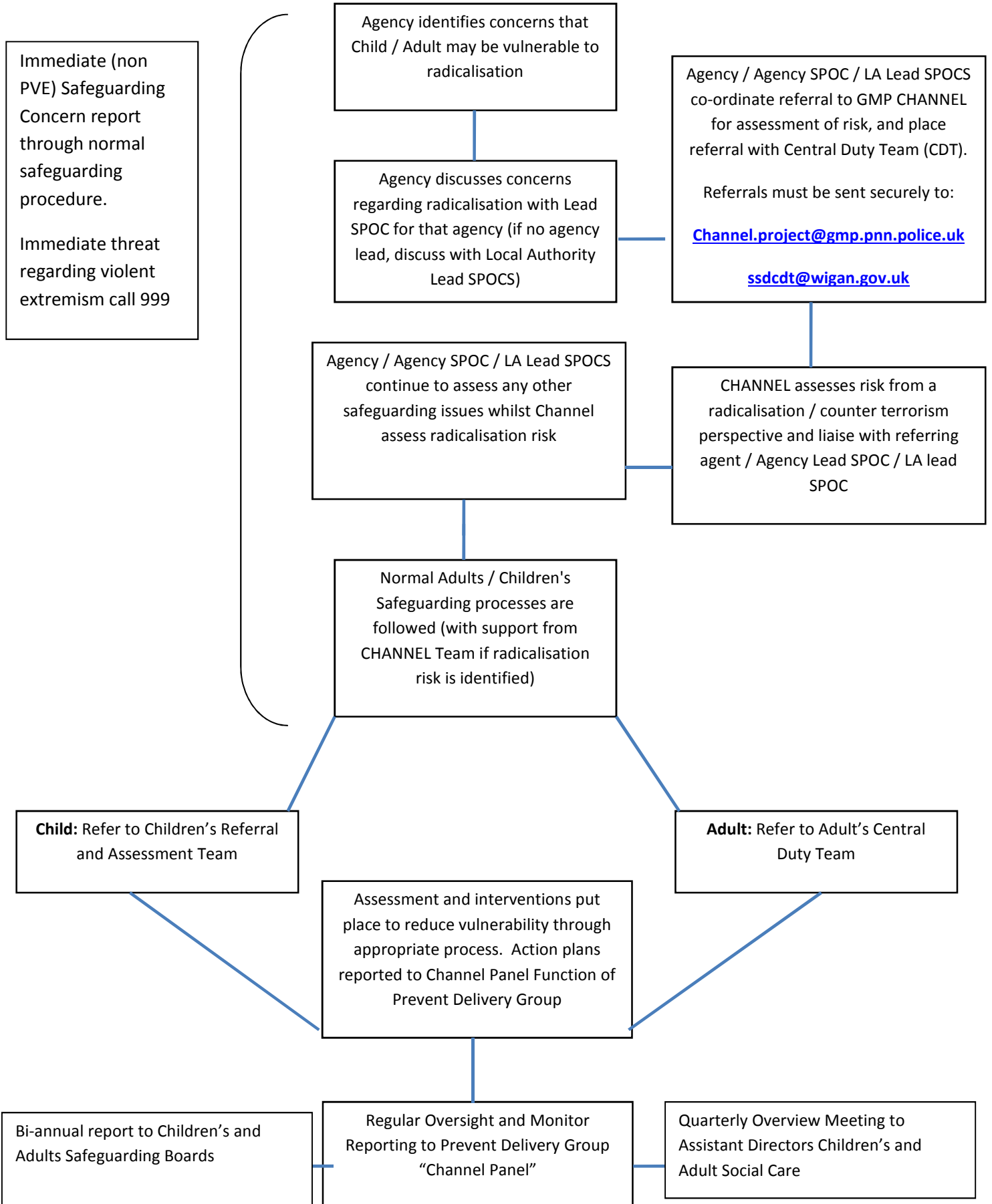
## Appendix 2

### Roles and Responsibilities of the Single Point of Contact (SPOC)

As the SPOC for your organisation you will be responsible for:-

- Raising awareness about the need to prevent violent extremism and safeguarding processes in Wigan
- Make referrals to Channel and / or Early Intervention and Prevention Services
- Make use and demonstrate a good understanding of the guidance - "Working with Children and Young People Who Are Vulnerable to the Messages of Violent Extremism"
- Collate and gather relevant information from your organisation in relation to referrals about vulnerable children and young people
- Attend PVE related meetings as necessary and carry out any actions as required
- Report progress and actions to the Lead SPOC for Violent Extremism Policy and Process
  - Contribute to the Prevent Delivery Group in respect of updates and information regarding live Prevent cases from your organisation
- Share any new information in a timely manner
- Ensure colleagues attend training and are kept up to date with developments in legislation and the local PVE profile (where appropriate)

**Appendix 3  
RESPONDING TO ADULTS / CHILDREN AND YOUNG PEOPLE  
VULNERABLE TO MESSAGES OF VIOLENT EXTREMISM / RADICALISATION**



**Appendix 4 – Channel Referral Form**

**Greater Manchester Police  
NW CTU  
Prevent Referral Form**

**Information will be kept secure and confidential and will only be disclosed to those parties who have a legal and legitimate need to know.**

Please complete the below details and securely email this form to:

**[Channel.project@gmp.pnn.police.uk](mailto:Channel.project@gmp.pnn.police.uk)**

**Do NOT Password Protect or Encrypt this document when submitting**

*Please complete all details to the best of your knowledge. Leave blank if unknown.*

**Your details:**

<b>Date of referral</b>			
<b>Surname</b>		<b>D.O.B</b>	
<b>Forenames</b>		<b>Relationship to individual</b>	
<b>Contact no.</b>			
<b>Email</b>			
<b>Professional role (if applicable)</b>			
<b>Address</b>			

**Individuals details**

*Please include as much detail as possible.*

<b>Surname</b>		<b>D.O.B</b>	
<b>Forenames</b>		<b>Gender</b>	
<b>Contact no.</b>			
<b>email</b>			
<b>Social Media Username</b>			
<b>Ethnicity</b>		<b>Nationality</b>	
<b>Religion</b>		<b>Place of Birth</b>	
<b>Address</b>			

<b>Languages Spoken</b>		<b>English spoken?</b>	
<b>School or Educational Establishment</b>			
<b>Occupation</b>			
<b>Occupation Address</b>			
<b>Additional Info</b>			

Household composition			
Name	D.O.B	Gender	Relationship

Agencies Involved	Contact	Telephone	Email

**Notes:**

In the next box you will be asked to complete the reason for referral to Channel. When doing so please consider the following points and provide as much information as possible:

- Is the person demonstrating or exhibiting violent extremist behaviour OR
- Is there information to show the person is moving towards support for terrorism or has an attraction to terrorism OR
- Is the person vulnerable to radicalisation (when taken in context with the above points)

**Extremism:**

Extremism is defined as the vocal or active opposition to our fundamental values, including democracy, the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs. And the calls for the death of members of our armed forces

Reason for referral

**Vulnerability Assessment:**

From the initial assessment and throughout the case we use a vulnerability assessment tool that covers three key areas, **Engagement, Intent and Capability**.

It may be that some of this information is covered in the 'reason for referral' section however if you could also consider the following it would help us in our assessment.

**Engagement:**

This area looks at the personal or external factors that have led that person to become involved or show an interest in terrorism/extremism

**For example:** Grievance/Injustice, Need for adventure, Political motivation, Family and friends support extremism etc.

**Intent:**

This area describes the persons mind set and their readiness to use violence in defence of their beliefs

**For example:** Over identification with a group or ideology, Them and us thinking, Harmful means to an end etc.

[Empty box for notes or examples]



**Capability:**

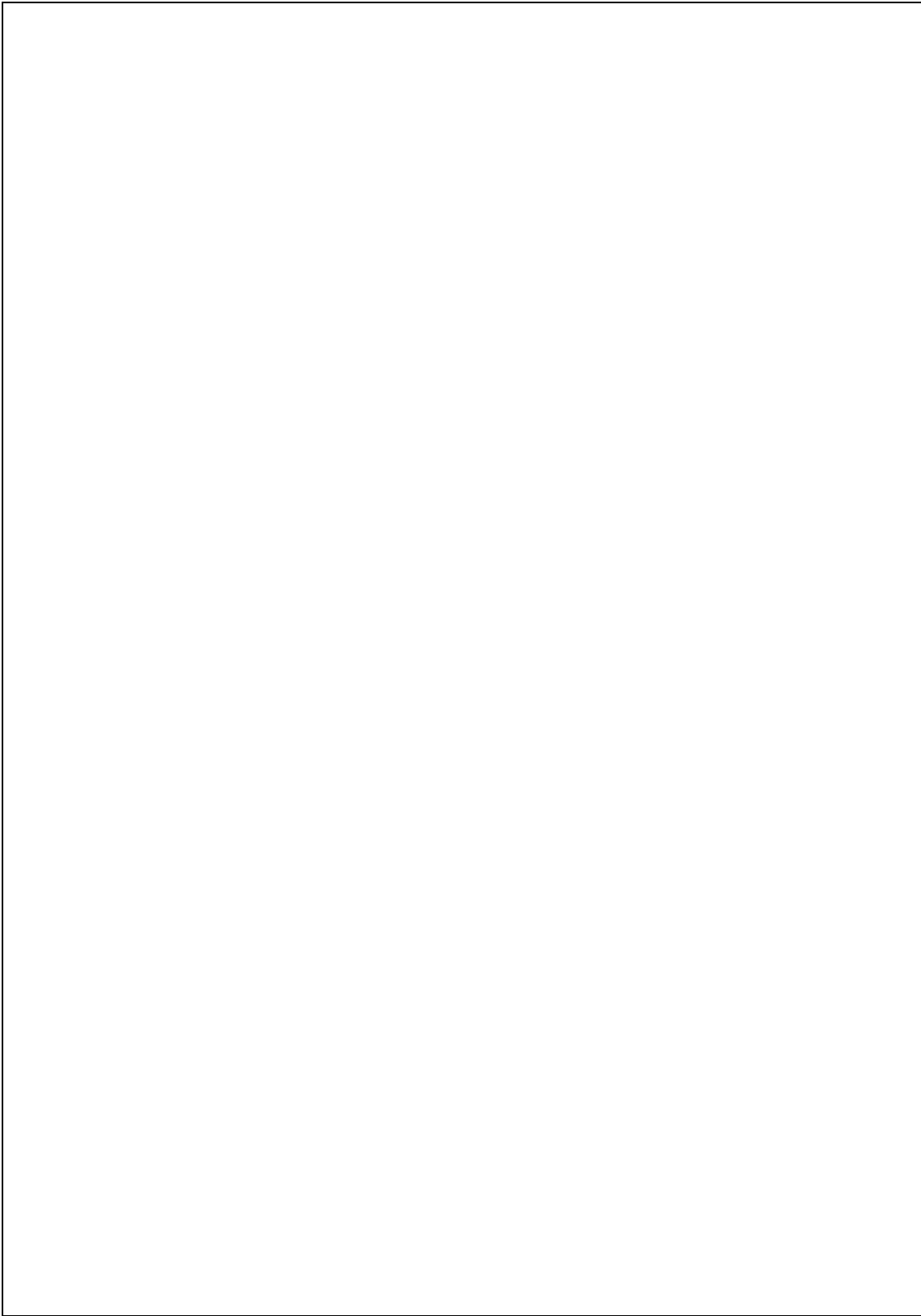
Having established the person's intent this area now looks at the person's capability to actually carry out harm in defence of their beliefs

**For example:** Individual knowledge and skills, Access to networks, funding and equipment etc

[Empty box for notes or further details]

**Protective Factors:**

Protective factors are important as they can often negate concerns that have been identified under Engagement, Intent and Capability



Once complete please email to:

[channel.project@gmp.pnn.police.uk](mailto:channel.project@gmp.pnn.police.uk)