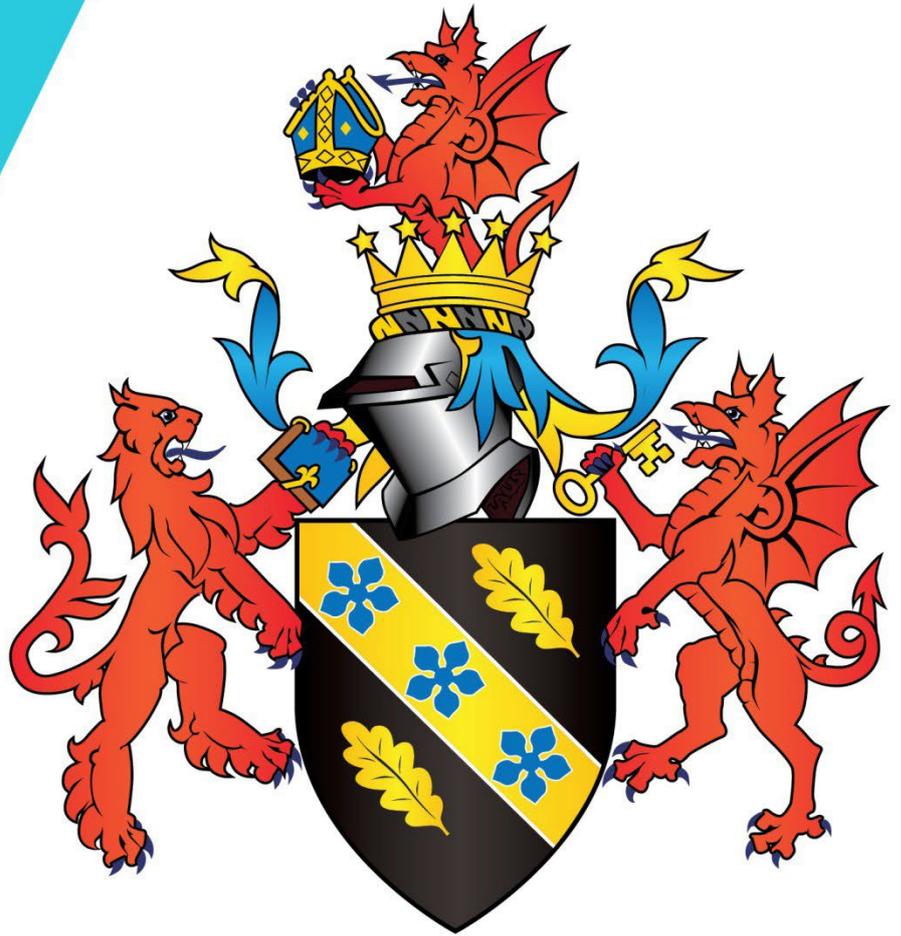




Prifysgol Cymru  
Y Drindod Dewi Sant  
University of Wales  
Trinity Saint David



# PREVENT Duty Chaplaincy and Prayer Room Code of Practice

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## **1. Introduction**

- 1.1 The University is required under the Counter-Terrorism and Security Act 2015 to comply with the Prevent Duty guidance issues by the Home Secretary. Under section 29 of the Act, the University must 'have due regard to the need to prevent people from being drawn into terrorism'.
- 1.2 Terrorist groups and organisations often draw on extreme ideology developed by extremist groups. In response to this, the Government has defined extremism in the Prevent strategy as “vocal or active opposition to fundamental British values including democracy, the rule of law, individual liberty, mutual respect and tolerance of different faiths and beliefs”. As a result, the aim of the Prevent legislation, is to reduce the threat to the UK from terrorism by taking action to stop people becoming terrorists or supporting terrorism.
- 1.3 Our approach is primarily one of safeguarding the welfare of our students and staff. We will also ensure that the duty is balanced against our fundamental commitment to academic freedom and freedom of speech, together with other key legislation such as the Equality Act and the Human Rights Act. Free and open debate of often controversial subjects is a key element of University life, and we will always seek to allow such events to go ahead providing that they are within the law and pose no risk.
- 1.4 This Code of Practice has been prepared to work in conjunction with the University’s Prevent Duty Policy and takes into account the changing role of education, including greater reliance on on-line teaching and virtual classrooms but also the need for students to have a space where they can conduct their faith related activities, including prayer, contemplation, meditation and meetings in a space set aside for such purposes.

## **2. Purpose**

- 2.1 This Code of Practice has been introduced to outline the University’s compliance with the requirements of the Counter Terrorism and Security Act 2015 and associated guidance.
- 2.2 Home Office Prevent guidance for Higher Education Institutions contains the following sections which are reflected in the UWTSD Prevent Duty Policy:
  - Provision of Pastoral Care and Chaplaincy (including Prayer Rooms)
  - Monitoring and review of facilities
- 2.3 Any queries regarding the implementation of any aspects of the Code of Practice should be initially directed to the Lead Officer for Prevent for response.



### **3. Scope**

- 3.1 The Policy and Code of Practice will apply to all members of the University, including students, staff, contractors, visitors and guests of the University.
- 3.2 The Policy will apply to all University Campuses at Carmarthen, Lampeter, Swansea, Cardiff, and the Learning Centres at London and Birmingham. In addition, it includes any premises which although not owned or controlled by the University are being used for University purposes.
- 3.3 Collaborative partner institutions are required to develop and implement their own specific Prevent policies, protocols and guidance as appropriate, with guidance from the Prevent Lead if required.

### **4. Definitions**

- 4.1 “PREVENT” – the anti-radicalisation agenda embedded in the Counter Terrorism Act and called Prevent in this policy.
- 4.2 “Radicalisation” – Process by which an individual comes to adopt extreme political, social or religious views, giving rise to a concern that they will act illegally.
- 4.3 “Prayer Room” - Any room or area, which forms part of any UWTSD campus, used for faith or religious activities
- 4.4 “Quiet Room” - Any room or area, which forms part of any UWTSD campus, used for any periods of quiet reflection or meditation.

### **5. Policy**

#### **5.1 Principles**

- 5.1.1 The university accepts its legal responsibility to have due regard to the need to prevent people from being drawn into terrorism. In accepting this responsibility it must also balance detailed Prevent requirements against its core mission to ensure that certain fundamental standards vital to a thriving academic community are preserved.
- 5.1.2 As part of this, the University makes provision for staff and students to practise their religion, through the provision of Chaplaincy Services, Chapels, Prayer rooms and quiet room facilities. Equality legislation ensures that all faiths should be given equal prominence and equal treatment, and that incitement to hatred or violence towards the practitioners of any religion should not be tolerated. In order to ensure an equal balance and fair provision and protection for all, the use of individual rooms for faith-related activities on all campuses needs to be responsibly overseen and managed, including the need to protect staff and students for any form of unwanted religious pressure.



## **5.2 Provision of Multi-faith Pastoral Care and Chaplaincy**

- 5.2.1 The University is committed to providing pastoral care, including chaplaincy, in support of the welfare and well-being of all of our students.
- 5.2.2 Each of the South Wales based Campuses has a Church in Wales Pastor, who would take the lead in the Provision of Chaplaincy support.
- 5.2.3 Links have been developed with the Muslim Council of Wales to provide if required, connectivity, support and guidance for our Islamic students across all Welsh campuses.
- 5.2.4 Students at the Birmingham campuses, which are non-residential, have access to faith related support at mosques local to the learning centres, in addition to accessing faith related support at their local places of worship. Staff are aware of this and can facilitate support if required.
- 5.2.5 Students at UWTSD London are non-residential and would have access to faith related support at their local places of worship. Staff are aware of this and can facilitate support if required.

## **5.3 Provision of Faith related facilities**

- 5.3.1 This Code of Practice will apply to any rooms and areas on all UWTSD Campuses and University controlled buildings, used for faith-related activities, regardless of the faith or religion being practised.
- 5.3.2 Rooms can only be designated as Prayer Room spaces by the University through the established planning process undertaken by the University's Operations department or via formal committee decision taken by Student Experience Committee, or a nominated sub-committee.
- 5.3.4 UWTSD accepts that there are a number of well-established premises on both the Carmarthen and Lampeter campuses, where University students, staff and the local community regularly worship. These premises are:

University Chapel, Old College, Carmarthen Campus  
University Chapel of St David, Lampeter Campus  
Mosque, College Street, Lampeter

Although these premises form part of the University estate, they are independent entities and are considered to be outside the scope of the purposes of this procedure, however the University Chaplains and the Management Committee of the Mosque have been consulted and have agreed to cooperate with the University in the implementation of this guidance.

- 5.3.5 No flexible-use rooms should be solely reserved or marketed by a single group or religion.
- 5.3.6 All staff, students and other users, including those invited to lead prayers or to speak as part of any religious service, should be acquainted with the University's procedures, together with the Code of Practice relating to External Speakers, Freedom of Speech and Inclusivity requirements and Health and Safety legislation



and should be aware that the use of University facilities signifies their agreement to comply with these procedures and requirements.

- 5.3.7 The invitation of people to lead prayers or to address meetings in the prayer rooms must at all times be by consultation and agreement with the appropriate University authority (Lead Officer for Prevent) and in conjunction with the University's Code of Practice relating to External Speakers and procedures in relation to Freedom of Speech and Inclusivity.
- 5.3.8 It is desirable, that with the exception of prayer books and scriptures, all posters reading materials and announcements that are displayed in the prayer rooms should be in English or Welsh. Exceptions will be made for work which has an available translation.
- 5.3.9 All prayer rooms and rooms used for faith-related activities will be regularly checked. Any posters, notices or any other form of displayed material which may be considered offensive or inflammatory will be removed.
- 5.3.10 Prayer rooms and quiet rooms should only be used for the purposes defined. All other activities whether social or recreational, must be held at other agreed bookable rooms in the University.
- 5.3.11 The rooms must be kept clean and tidy, and special care taken with a view to health and safety: e.g. avoidance of trailing cables and other hazards. All entrances and exits must be kept clear of obstruction and all rubbish regularly and properly disposed of.
- 5.3.12 Any damage to the facilities or their contents, and any queries regarding the implementation of any aspects of the Policy should be directed to the Lead Officer for the University's operational Prevent response.
- 5.3.13 If as a result of this protocol, any member of staff, student or other room user feels aggrieved by this Code of Practice, then they can appeal to Sarah Clark, the Secretary to the University.
- 5.3.14 The Appeal must be submitted in writing within 5 working days of the grievance occurring. The appeal should be emailed to Sarah Clark, Secretary to the University, [governance@uwtsd.ac.uk](mailto:governance@uwtsd.ac.uk).

## 6. Monitoring and Review

- 6.1 The external monitoring of the University's response to the implementation of the Prevent Guidance is carried out by HEFCW on behalf of the Welsh Government.
- 6.2 The safety and security of the University's staff, students and visitors is overseen by UWTSD's Governing Body, University Council, who provide strategic leadership and oversight of the effectiveness of the Policy. The Council periodically review progress against the Policy and maintain oversight of the associated Risk Assessment and Action-Plan. The Council is responsible for ensuring that the University participates in the annual HEFCW monitoring activity in relation to Prevent and the Chair of Council is responsible for confirming the University's compliance on an annual basis.



- 6.3 The University’s Safeguarding Forum has responsibility for the operationalisation of the Policy and escalates relevant information and detail to the University’s Operational Leadership Board as required.
- 6.4 Day-to-Day operational activity in relation to the Prevent duty will be coordinated by the University’s nominated Prevent Lead Officer. The Lead Officer will work under the direction of the Safeguarding Committee.
- 6.5 Compliance with the requirements of all aspects of this Policy, will be responsibility of all University staff, students, contractors and visitors.

**7. Misuse of Policy**

- 7.1 The University of Wales Trinity Saint David is required to comply with the requirements of the Counter Terrorism and Security Act 2015, in relation to ensuring that our students are not exposed to extremist ideology and that the University has procedures in place to monitor and respond to any concerns that come to light.
- 7.2 Failure to respond effectively could result in additional ‘Special Measures’ being imposed on the University by our Monitoring Body.
- 7.3 Any student or staff member in deliberate non-compliance with the procedures set out in this Policy may be subject to disciplinary action.

**8. Links to other policies / procedures**

- 8.1 The University has taken a holistic approach to its Prevent responsibilities and there are a number of institutional policies which are inter-related, these include:
  - Student Disciplinary Policy (Non-academic Misconduct)
  - Safeguarding Policy
  - Support for Study Policy
  - Fitness to Practice Policy
  - Information Technology and Systems Acceptable Use Policy
  - Strategic Equality Plan
  - Code of Practice External Speaker and Events

Policy author(s):

.....**Job Title**.....

.....**Job Title**.....

Document version control

Version No:	Reason for change:	Author:	Date of change:
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0.1	Response to Higher Education Prevent Duty Guidance	AT/RhD	26 <sup>th</sup> April 2021
0.2	Approval at SEC	AT/RhD	9 <sup>th</sup> May 2021
0.3	Additional text added in section 5.3 relating to the designation of prayer rooms and use and marketing of multi-use rooms.	RhD	01 May 2023

Current status of Policy:

Requires Approval at SEC

Is the Policy applicable to: HE

Date ratified: 9/5/2021

Date effective from: 9/5/2021

Policy review date: 9/5/2024

For publication: on UWTSD website

\*Delete as appropriate

\*\* insert when available

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### **Approval**

*The policy will be formally considered and approved in accordance with Committee Terms of Reference outlined in the Academic Quality Handbook.*

*If the policy affects staff, advice should be sought from HR at the outset to ascertain if consultation is required at JCC. HR will also provide advice on the most appropriate stage to consult with JCC and on whether approval by Council is required.*

*ALL policies submitted for approval must be accompanied by a completed:*

- *Equality Impact Assessment.*
- *Institutional Impact Assessment*
- *Privacy Impact Assessment*

*Prior to submission to committee, authors are asked to consult the Policy and Planning Team who will check that the document complies with University requirements. The Policy and Planning Team will complete the section below.*

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### **For completion by the Policy and Planning Team**

*Please tick to confirm the following:*

*An institutional Impact Assessment has been completed*

*An EIA has been completed*



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*A PIA has been completed* □

*Matters requiring consideration by the approving committee:*

