

LOCAL ARRANGEMENTS FOR SAFEGUARDING ADULTS AT RISK
Safeguarding Adults is everybody's business

SERVICE DETAILS							
Name of the service:	Tadley Court School						
Name of Service/ Service Manager:	Matthew Robinson						
Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i>	Matthew Robinson 0118 9817720 matthewrobinson@aspris.co.uk						
Regional Safeguarding Lead:	Name: Tony Armstrong Email: Anthonyarmstrong@aspris.com						
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	Jane Stone Director of Risk and Governance JaneStone@aspris.com						
PREVENT lead for the Group:	Katie Dorrian , Safeguarding Lead 07518 295368 KatieDorrian@aspris.com						
Local Authority PREVENT Lead:	Hampshire – No designated person https://www.hampshirepreventboard.org.uk						
LOCAL AUTHORITY DETAILS							
Name of host local authority:	Hampshire County Council						
Local Adult Safeguarding Board	Hampshire LASB						
Our contact at our Local Authority:	Name: Adult Social Care Hampshire Phone: 0300 555 1386 Email:						
Out of Hours contact at our Local Authority:	Name: Duty team Adult Social Care Hampshire Phone: 0300 555 1373 Email:						
Contact for training at our Local Authority	Name: Hampshire LASB Phone: 08456004555 Email:						
INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES							
Where is the policy AOP08 Safeguarding Adults located:	Aspris Hub/ Policies and Forms/ Operational/ Operational Policies/ AOP08						
Where is the Local Area Safeguarding Information (Procedures, Handbook etc.)	Reception, notice board, staffroom and within each academic area of school (office areas)						
ACTION TO TAKE IF AN ALLEGATION OF ABUSE IS MADE TO YOU:							
<p>You should ensure the immediate safety of all individuals. You should notify: <i>(List the people that colleagues should notify including the Deputy Safeguarding Leads for the service, and who to notify if the Safeguarding leads and service leader are not available)</i></p> <table border="0"> <tr> <td>Lisa Emmony (DDSL) 0118 9817720 lisaemmony@aspris.co.uk</td> <td>Tristan Powell (DDSL) 0118 9817720 tristanpowell@aspris.co.uk</td> <td>Mike Simpson(DDSL) 0118 9817720 michaelsimpson@aspris.co.uk</td> </tr> <tr> <td colspan="3">Jakki Marr(DDSL) jakkimarr@aspris.co.uk 0118 9817720</td> </tr> </table>		Lisa Emmony (DDSL) 0118 9817720 lisaemmony@aspris.co.uk	Tristan Powell (DDSL) 0118 9817720 tristanpowell@aspris.co.uk	Mike Simpson(DDSL) 0118 9817720 michaelsimpson@aspris.co.uk	Jakki Marr(DDSL) jakkimarr@aspris.co.uk 0118 9817720		
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<p>You should complete an electronic Incident Report (Electronic Reporting System) <i>(If you have any other paperwork appropriate to your service regarding incident reporting, actions or any other information, list them here)</i></p> <p>If you have permission to complete the electronic ENGAGE notification and submit, do so. If this is not an option then either in person, phone call or written notification to DSL/DSO.</p> <p>You should follow the Procedures for referral that have been agreed with the Local Safeguarding Adults Team which can be found here: <i>(or insert the procedure or flowchart here)</i></p> <p>Reception, notice board, staffroom and within each academic area of school (office areas)</p> <p>Follow the criteria and paperwork for referral as approved by your Local Safeguarding Adults Team. This can be accessed. <i>(insert instructions for referral here, if no locally approved forms, use AOP Form: 17)</i></p> <p>Contact Adult Social Care Hampshire Phone:0300 555 1386</p>							

**Children's Services
Operational**

If you are unable to contact the (D)SL for your service, you should contact your Regional Lead, or: The Executive Lead Jane Stone Director of Risk and Governance JaneStone@aspris.com