

LOCAL ARRANGEMENTS FOR SAFEGUARDING CHILDREN
Safeguarding Children is everybody's responsibility

SERVICE DETAILS	
Name of the Service:	Telford School
Name of Service Manager:	Clare Davis
Safeguarding/Protection Lead: (<i>Designated Safeguarding Lead in education settings</i>)	Name: Clare Davis Phone: 01952 433637 Email: claredavis@aspriscs.co.uk
Regional Safeguarding Lead	Name: Scott Preston Email: scottpreston@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 Aspris:	Katie Dorrian, Safeguarding Lead 07518295368 KatieDorrian@aspris.com
Local Authority PREVENT Lead:	Jas Bedesha Jas.bedesha@telford.gov.uk
SAFEGUARDING PARTNERS DETAILS	
Local authority that the service is located in:	Telford and Wrekin
Local Safeguarding Children Partnership: (or regional equivalent)	Telford and Wrekin
Contact details for the LADO:	Name: Glenn Ashbrooke Phone: 01952 385385 Email:
Designated contact at Local Authority Safeguarding Children Team:	Name: Family Connect (for advice and referrals) Phone: 01952 385385 Email:
Designated contact at Police:	Name: Alison Potts Phone: 0300 3333000 Email: a.potts@west-midlands.pnn.police.uk
Out of Hours contact at our Local Authority:	Name: Emergency Duty Team Phone: 01952 676500 Email:
Contact for Local Authority training:	Name: Telford & Wrekin Partnerships Phone: Email: partnerships@telford.gov.uk
Designated contact at Clinical Commissioning Group:	Name: Phone: Email:
INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES	
Where is the policy AOP06 Safeguarding Children in Education, AOP06B Safeguarding Children in Education – Wales and AOP06A Safeguarding Children in Residential Care located:	Aspris Intranet/ Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP06 or AOP06A or AOP06B
Where is the Local Area Safeguarding Information located? (Procedures, Handbook etc.)	Safeguarding notice board School cloud (electronic) Website
ACTION TO TAKE IF AN ALLEGATION OF ABUSE IS MADE TO YOU:	

**Children's Services
Operational**

You should ensure the immediate safety of all individuals.

You should notify:

(List the people that colleagues should notify, and who to notify if the Safeguarding Lead, or Service Manager are not available)

Clare Davis (DSL), Mark Hazlehurst (DSL), Kate Fulton (DDSL) Scott Preston (Regional safeguarding Lead)

You should complete an electronic Incident Report (Electronic Reporting System)

(If you have any other paperwork appropriate to your service regarding incident reporting, actions or any other information, list them here)

Complete electronic incident report on MIS Engage.

You should follow the Procedures for referral that have been agreed with the local Safeguarding Children Team which can be found here:

(insert the procedure or flowchart here, include any different processes for CSE if applicable)

[Child protection Information - Family Connect \(familyconnecttelford.co.uk\)](http://familyconnecttelford.co.uk)

Follow the criteria and paperwork for referral as approved by your local Safeguarding Children Team. This can be accessed:

(insert instructions for referral here, if no locally approved forms, use AOP: Form 17)

[Concerned about the welfare of a child - Online form - Telford & Wrekin Council](#)

If you are unable to contact the (D)SL for your service, you should contact your Regional Lead, or: The Executive Lead