

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

SERVICE DETAILS	
Name of the service:	Roehampton Gate School
Name of Service/ Service Manager:	Louise Reeks
Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i>	Name: Louise Reeks Phone: 0208 392 4410 ext 5013 Email: louisereeks@aspriscs.co.uk
Regional Safeguarding Lead:	Name: Rob Page Email: robbpage@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 07518295368 KatieDorrian@aspris.com
Local Authority PREVENT Lead:	The Initial point of contact Team (IPOC) – ipoc@wandsworth.gov.uk / 0208 871 662
LOCAL AUTHORITY DETAILS	
Name of host local authority:	Wandsworth
Local Adult Safeguarding Board	Wandsworth SAB Access Team / sab@richmondandwandsworth.gov.uk
Our contact at our Local Authority:	Name: access team Phone: 0208 871 7707 Email: access.team@wandsworth.gov.uk
Out of Hours contact at our Local Authority:	Name: Access team Phone: 0208 871 6000 Email: accessteam@wandsworth.gov.uk
Contact for training at our Local Authority	Name: Adult Social Academy Phone: Email: adultsocialacademy@richmondandwandsworth.gov.uk
INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES	
Where is the policy AOP08 Safeguarding Adults and AOP08A Safeguarding Adults - Wales located:	Aspris Hub/ Policies and Forms/ Operational/ Operational Policies/ AOP08 or AOP08A
Where is the Local Area Safeguarding Information (Procedures, Handbook etc.) located:	Shared drive/ policies / safeguarding Hand book
ACTION TO TAKE IF AN ALLEGATION OF ABUSE IS MADE TO YOU:	
<p>You should ensure the immediate safety of all individuals.</p> <p>You should notify: Louise Reeks <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> <p><i>Steven Speck – stevenspeck@aspriscs.co.uk</i> <i>Lucia Apicella – luciaapicella@aspriscs.co.uk</i> <i>Anzhela Popova- anzhelapopova@aspriscs.co.uk</i> <i>Robert Walker – robertwalker@aspriscs.co.uk</i> <i>Danielle Brunton – daniellebrunton@aspriscs.co.uk</i></p> <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><i>Safeguarding forms – to be given to Anzhela Popova</i></p> <p>You should follow the Procedures for referral that have been agreed with the Local Safeguarding Adults Team which can be found here:</p>	

**Children's Services
Operational**

Shared drive / policies / safeguarding

Follow the criteria and paperwork for referral as approved by your Local Safeguarding Adults Team. This can be accessed.

Shared drive / policies / safeguarding

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