

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

SERVICE DETAILS	
Name of the Service:	Roehampton Gate School
Name of Service Manager:	Louise Reeks
Safeguarding/Protection Lead: (<i>Designated Safeguarding Lead in education settings</i>)	Name: Louise Reeks Phone: 0208 392 4410 ext 5013 Email: Louisereeks@aspris.co.uk
Regional Safeguarding Lead	Name: Rob Page Email: robpage@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:	The initial point of contact (IPOC) Team ipoc@wandsworth.gov.uk 0208 871 6622
SAFEGUARDING PARTNERS DETAILS	
Local authority that the service is located in:	Wandsworth
Local Safeguarding Children Partnership: (or regional equivalent)	Wandsworth
Contact details for the LADO:	Name: Anita Gibson Phone: 07974586461 Email: LADO@wandsworth.gov.uk
Designated contact at Local Authority Safeguarding Children Team:	Name: Andrea During (education safeguarding officer) Phone: 07974586461 Email: Andrea.during@richmondandwandsworth.gov.uk
Designated contact at Police:	Name: Metropolitan Police Phone: 999 for emergency / 101 for reporting Email: n/a
Out of Hours contact at our Local Authority:	Name: Wandsworth Duty Line Phone: 0208 871 7707 Email: accessteam@wandsworth.gov.uk
Contact for Local Authority training:	Name: Phil Smith Phone: 0208 891 7971 (office Hrs) 0208 744 2442 (out of hrs) Email: Psmith2@wandsworthccg.nhs.uk
Designated contact at Clinical Commissioning Group:	Name: Phone: 0208 971 5176 Email: wandsworthccg@wandsworthccg.nhs.uk
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.)	Handbook, shared drive/policies/safeguarding Aspris HUB
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)

Steven Speck DDSL : stevenspeck@aspriscs.co.uk

Anzhela Popova DDSL: anzhelapopova@aspriscs.co.uk

Danielle Brunton DDSL: daniellebrunton@aspriscs.co.uk

Robert Walker DDSL : robertwalker@aspriscs.co.uk

Lucia Apicella DDSL: luciaapicella@aspriscs.co.uk

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)

Safeguarding concern form – shared drive and staffroom.

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)

S drive/shared/polices/safeguarding

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)

S drive/shared/polices/safeguarding

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