

LOCAL ARRANGEMENTS FOR SAFEGUARDING ADULTS AT RISK

Safeguarding Adults is everybody's business

SERVICE DETAILS	
Name of the service:	Aspris Queenswood School
Name of Service/ Service Manager:	Robert Coles - 07889115959
Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i>	Name: Luke Johnston Phone: 07747757867 Email: lukejohnston@aspriscs.co.uk
Regional Safeguarding Lead:	Name: Katie Dorrian Email: KatieDorrian@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:	Neville Meredith ,Three Counties Prevent lead Prevent_referral_form.docx(live.com)
LOCAL AUTHORITY DETAILS	
Name of host local authority:	Herefordshire
Local Adult Safeguarding Board	Herefordshire
Our contact at our Local Authority:	Name: Duty Social worker team Phone: 01432 260715 Email: safeguardingadults@herefordshire.gov.uk
Out of Hours contact at our Local Authority:	Name: EDT Phone: 0331 239309 Email: N/A
Contact for training at our Local Authority	Name: www.herefordshirecpd.co.uk Phone: Email: safeguardingTraining@herefordshire.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:	School Reception Notice boards
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: Robert Coles (Headteacher), Luke Johnston (DSL), Catherine Edwards (DSL), Kelly Mills (Deputy DSL) & Andrew Libby (Deputy DSL)</p> <p>You should complete an electronic Incident Report (Electronic Reporting System)</p> <p>Staff are advised to raise any immediate concerns verbally and follow the advice given, all concerns raised should be inputted onto the MIS system</p> <p>You should follow the Procedures for referral that have been agreed with the Local Safeguarding Adults Team which can be found here: safeguarding-adult-concern-form-guidance-note.doc (Live.com)</p> <p>Follow the criteria and paperwork for referral as approved by your Local Safeguarding Adults Team. This can be accessed. Complete Herefordshire safeguarding Adult Form AP1: Link HSAB concern form- Herefordshire Safeguarding Boards and Partnerships.</p> <p>Send the referral form to : safeguarding@herefordshire.gov.uk</p> <p>If you are unable to contact the (D)SL for your service, you should contact your Regional Lead, or: The Executive Lead: Scott Preston Acting Operations Director</p>	