

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

<b>SERVIE DETAILS</b>	
Name of the service:	Aspris College North Wales
Name of Service Manager:	Kath Lawler / Carla Owen
Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i>	Name: Carla Owen Phone: 01978 340580 / 07860924663 Email: <a href="mailto:carlaowen@aspris.co.uk">carlaowen@aspris.co.uk</a>
Regional Safeguarding Lead:	Name: Katie Dorrian Email: <a href="mailto:katiedorrian@aspris.com">katiedorrian@aspris.com</a>
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	Jane Stone, Executive Safeguarding Lead <a href="mailto:Janestone@aspris.com">Janestone@aspris.com</a>
PREVENT lead for the Group:	<a href="#">Katie Dorrian, Safeguarding Lead</a> 07518295368 <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
Local Authority PREVENT Lead:	North Wales Safeguarding Board
<b>LOCAL AUTHORITY DETAILS</b>	
Name of host local authority:	Wrexham County Council
Local Adult Safeguarding Board	North Wales Safeguarding Board
Our contact at our Local Authority:	Name: Duty Social Worker Phone: 01978292066 Email: <a href="mailto:AST@wrexham.gov.uk">AST@wrexham.gov.uk</a>
Out of Hours contact at our Local Authority:	Name: Duty social Worker Phone: 03450533116 Email: <a href="mailto:AST@wrexham.gov.uk">AST@wrexham.gov.uk</a>
Contact for training at our Local Authority	Name: Dave Palmer Phone: 01978292996 Email: <a href="mailto:dave.palmer@wrexham.gov.uk">dave.palmer@wrexham.gov.uk</a>
<b>INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES</b>	
Where is the policy <b>AOP08A Safeguarding Adults</b> located:	Aspris Hub/ Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP08A
Where is the <b>Local Area Safeguarding Information</b> (Procedures, Handbook etc.) located:	One Drive, safeguarding folder.
<b>ACTION TO TAKE IF AN ALLEGATION OF ABUSE IS MADE TO YOU:</b>	
<p>You should ensure the immediate safety of all individuals.</p> <p>You should notify: Carla Owen (Designated Safeguarding Officer / vice principal) Abigail Roberts ( Designated Safeguarding Officer / Transition Manager). If none of these are available seek advice from your line Manager, otherwise contact the local authority for advice.</p> <p>You should complete an electronic Incident Report (Engage)</p> <p>All Referrals are put through engage and will automatically notify 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>These can be found around the building or in the local procedure folder.</i></p> <p>Follow the criteria and paperwork for referral as approved by your Local Safeguarding Adults Team. This can be accessed. By referring to the flow chart that is placed around the building. Refer to the North Wales Safeguarding Board protection procedures. Contact the local Safeguarding Board for advice and they will provide guidance.</p> <p>If you are unable to contact the DSO for your service, you should contact your Regional Lead, or: The Executive Lead</p>	