

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

SITE DETAILS	
Name of the Service:	North Hill House School
Name of Service Manager:	Michael Pearce
Safeguarding/Protection Lead: ( <i>Designated Safeguarding Lead in education settings</i> )	Name: Carly Brown Phone: 01373 466222 / 07747757857 Email: <a href="mailto:Carlybrown@aspriscs.co.uk">Carlybrown@aspriscs.co.uk</a>
Regional Safeguarding Lead	Name: Nancy O'Regan Email: <a href="mailto:NancyORegan@aspris.com">NancyORegan@aspris.com</a>
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	Katie Dorrian, Safeguarding Lead 07518295368 <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
PREVENT lead for Aspris:	Katie Dorrian, Safeguarding Lead 07518295368 <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
Local Authority PREVENT Lead:	To report a concern: Police Prevent Team Phone 01278 647466 – Monday to Friday, 8am to 4pm. For out of hours advice, phone 101 Email <a href="mailto:channelsw@avonandsomerset.pnn.police.uk">channelsw@avonandsomerset.pnn.police.uk</a>  For advice, support and training enquiries: Public Health Specialist – Community Safety, Lucy Macready Email <a href="mailto:prevent@somerset.gov.uk">prevent@somerset.gov.uk</a> Note your email: For Lucy Macready, Prevent Lead  For safeguarding support and advice: Customer Contact Phone 0300 123 2224 – Monday to Friday, 8.30am to 5.30pm  All other Prevent questions Email <a href="mailto:Prevent@somerset.gov.uk">Prevent@somerset.gov.uk</a>
SAFEGUARDING PARTNERS DETAILS	
Local authority that the site is located in:	Somerset
Local Safeguarding Children Partnership: (or regional equivalent)	Somerset Safeguarding children's partnership Children's Social Care on 0300 123 2224 by email at <a href="mailto:childrens@somerset.gov.uk">childrens@somerset.gov.uk</a>
Contact details for the LADO:	Name: Anthony Goble Phone: 0300 123 2224 Email: <a href="mailto:sdinputters@somerset.gov.uk">sdinputters@somerset.gov.uk</a>
Designated contact at Local Authority Safeguarding Children Team:	Name: Julian Wooster Phone: 0300 123 2224 Email: <a href="mailto:jwooster@somerset.gov.uk">jwooster@somerset.gov.uk</a>
Designated contact at Police:	Name: Mike Prior, Avon and Somerset Police or (Gary Maule PCSO) Phone: 101 Email:
Out of Hours contact at our Local Authority:	Name: Emergency Duty Team Phone: 0300 123 2327 Email:
Contact for Local Authority training:	Name: Kate Greenwood Phone: 01823 355975 Email: <a href="mailto:kgreenwood@somerset.gov.uk">kgreenwood@somerset.gov.uk</a>

**Children's Services  
Operational**

Designated contact at Clinical Commissioning Group:	Name: Sandra Corry Phone: 01935 384000 Email: <a href="mailto:somccg.enquiries@nhs.net">somccg.enquiries@nhs.net</a>
<b>INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES</b>	
Where is the policy <b>AOP06 Safeguarding Children in Education and AOP06A Safeguarding Children in Residential Care</b> located:	Aspris Hub/Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP06  Aspris Hub/ Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP06A
Where is the <b>Local Area Safeguarding Information</b> located? (Procedures, Handbook etc.)	On the shared area and within the main policy 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: <i>(List the people that colleagues should notify, and who to notify if the Safeguarding Lead, or Site/Service Manager are not available)</i> <b>Carly Brown (DSL), Michael Pearce (DDSL), Chris Fleming (DDSL), Leigh Murray (DDSL, 6<sup>th</sup> Form) and Sam Carey (DDSL).</b></p> <p>You should complete an electronic Incident Report (Engage) <i>(If you have any other paperwork appropriate to your site regarding incident reporting, actions or any other information, list them here)</i> <b>All incidents must be recorded on MIS Engage.</b></p> <p>You should follow the Procedures for referral that have been agreed with the local Safeguarding Children Team which can be found here: <i>(insert the procedure or flowchart here, include any different processes for CSE if applicable)</i> <i>(insert instructions for referral here, if no locally approved forms, use AOP: Form 17)</i></p> <ol style="list-style-type: none"> <li>Any allegation has been made against a colleague this should be reported to DSL, Carly Brown and Michael Pearce. The only exception to this is if the allegation is against the DSL or site lead in which case the allegation should be reported to Nancy O'Regan.</li> <li>If a child has made an allegation against a colleague, you should follow step 1. You can also complete an electronic incident report on MIS Engage, clicking the allegations category. Brief information to be added in this report only. The DSL will then create a confidential safeguarding log whereby further information will be recorded.</li> <li>If you are unable to contact Carly Brown, DSL, you should contact Michael Pearce, or another DDSL. You can also use the Whistleblowing procedure (see notice boards).</li> <li>For advice, you can contact the Multi-Agency Safeguarding Hub on 0300 123 2224 or <a href="mailto:childrens@somerset.gov.uk">childrens@somerset.gov.uk</a></li> </ol> <p>Follow the criteria and paperwork for referral as approved by your local Safeguarding Children Team. This can be accessed on the website of each individual Local Authority under Children's Social Care /Safeguarding.</p> <p>Follow the criteria and paperwork for a referral as approved by your local Safeguarding Children Team. This can be accessed:</p> <p>If you are unable to contact the (D)SL for your service, you should contact your Regional Lead, or:</p> <p>Michael Pearce, Head Teacher – 01373 466222.</p>	