

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

<b>SITE DETAILS</b>	
Name of the Service:	Tor View School
Name of Service Manager:	John Gordon
Safeguarding/Protection Lead: ( <i>Designated Safeguarding Lead in education settings</i> )	Name: Nicci Cutler Phone: 01822 618515 Email: nicolacutler@aspris.co.uk
Regional Safeguarding Lead	Name: Nancy O'Regan Phone: 07761 342691 Email: NancyORegan@aspris.com
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	Katie Dorian 07518 295368 katedorian@aspris.com
PREVENT lead for Aspris:	Katie Dorrian 07518 295368 katedorrian@aspris.com
Local Authority PREVENT Lead:	01392 225130 prevent@devonandcornwall.pnn.police.uk
<b>SAFEGUARDING PARTNERS DETAILS</b>	
Local authority that the site is located in:	Devon
Local Safeguarding Children Partnership: (or regional equivalent)	Devon Children & Families Partnership If you are concerned that a child is being abused please call 0345 155 1071 or email mashsecure@devon.gov.uk If it's an emergency call 999 To report a non-urgent crime, you can call 101 or email 101@devonandcornwall.pnn.police.uk
Contact details for the LADO:	Name: LADO Phone: 01392384964 Email: Childsc.localauthoritydesignatedofficersecuremailbox@devon.gov.uk
Designated contact at Local Authority Safeguarding Children Team:	Name: MASH Phone: 0345 155 1071 Email: mashsecure@devon.gov.uk
Designated contact at Police:	Name: Devon & Cornwall Police Phone: 101 Email: 101@devonandcornwall.pnn.police.uk
Out of Hours contact at our Local Authority:	Name: Devon Out of Hours Children Social Care Emergency Duty Team Phone: 0345 6000 388
Contact for Local Authority training:	Name: Phone: Email: <a href="https://www.dcfp.org.uk/traning-and-resorces/">https://www.dcfp.org.uk/traning-and-resorces/</a>
Designated contact at Clinical Commissioning Group:	Name: Phone: Email:
<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 Intranet/ Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP06 Aspris Intranet/ Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP06A
Where is the <b>Local Area Safeguarding Information</b> located? (Procedures, Handbook etc.)	<b>In the staff room and in Safeguarding and Core policy Folders</b>
<b>ACTION TO TAKE IF AN ALLEGATION OF ABUSE IS MADE TO YOU:</b>	

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 Site/Service Manager are not available)*

1. Nicola Cutler  
OR
2. John Gordon  
OR
3. Kat Owen

You should complete an electronic Incident Report (MIS Engage)

*(If you have any other paperwork appropriate to your site regarding incident reporting, actions or any other information, list them here)*

You should complete an electronic Incident Report on Engage and ensure to discuss your report with the DSL and/or the DDSL immediately. If they are not available or if the report concerns either of them in a negative way, please contact John Gordon (Headteacher) or Nancy ORegan (Operations Director).

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)*

Website: <https://www.dcfp.org.uk>

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)*

**If you think a child is in immediate danger of significant harm**

**Please call the Police on 999**

Alternatively, if your call is urgent and cannot wait until office working hours call either:

**Children in Devon:**

Multi Agency Safeguarding Hub (MASH)

Telephone 0345 155 1071

E-mail [mashsecure@devon.gov.uk](mailto:mashsecure@devon.gov.uk)

Website <https://www.dcfp.org.uk>

For urgent referrals after 17:00 or at the weekend call the Devon Out of hours Children's Social Care Emergency Duty Team 0345 6000 388

**Children in Cornwall:**

Multi-Agency Referral Unit (MARU)

Telephone 0300 1231 116

E-mail [multiagencyreferralunit@cornwall.gov.uk](mailto:multiagencyreferralunit@cornwall.gov.uk)

Website [www.cornwall.gov.uk/](http://www.cornwall.gov.uk/)

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

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

1. Nancy ORegan - Operations Director 07761 3426916 [NancyORegan@aspris.com](mailto:NancyORegan@aspris.com)
- OR
2. Katie Dorian – Executive Safeguarding Lead 07518 295368 [katiedorian@aspris.com](mailto:katiedorian@aspris.com)