

## LOCAL ARRANGEMENTS FOR SAFEGUARDING ADULTS AT RISK

**Safeguarding Adults is everybody's business**

SERVICE DETAILS	
Name of the service:	Sketchley School
Name of Service/ Service Manager:	Adam Render/Chris Campbell
Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i>	Name: Daniel Morrison Phone: 01455 890023 Email: <a href="mailto:danielmorrison@aspris.co.uk">danielmorrison@aspris.co.uk</a>
Regional Safeguarding Lead:	Name: Anthony Armstrong Email: <a href="mailto:anthonyarmstrong@aspris.com">anthonyarmstrong@aspris.com</a>
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	<b>Jane Stone</b> Director of Risk and Governance <a href="mailto:JaneStone@aspris.com">JaneStone@aspris.com</a>
PREVENT lead for the Group:	<b>Katie Dorrian</b> , Safeguarding Lead 07518295368 <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
Local Authority PREVENT Lead:	Sam Slack <a href="mailto:Prevent.EastMidlands@service.education.gov.uk">Prevent.EastMidlands@service.education.gov.uk</a>
LOCAL AUTHORITY DETAILS	
Name of host local authority:	Leicestershire
Local Adult Safeguarding Board	Leicestershire and Rutland Safeguarding Adults Board
Our contact at our Local Authority:	Name: Adult Social Care Phone: 0116 305 0004 Email:
Out of Hours contact at our Local Authority:	Name: Emergency Duty Team Phone: 0116 305 0888 Email:
Contact for training at our Local Authority	Name: Leicestershire & Rutland Safeguarding Partnerships Business Office Phone: 0116 305 7130 Email:
INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES	
Where is the policy <b>AOP08 Safeguarding Adults and AOP08A Safeguarding Adults - Wales</b> located:	Aspris Hub/ Policies and Forms/ Operational/ Operational Policies/ AOP08 or AOP08A
Where is the <b>Local Area Safeguarding Information</b> (Procedures, Handbook etc.) located:	<b>Safeguarding Notice Board at each site</b>
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: <b>Daniel Morrison, in their absence please contact Adam Render, Chris Campbell, Megan Elliott, Hannah Slimm, Laura Tait, Wayne Harrison or Deborah Abbott.</b></p> <p>You should complete an electronic Incident Report (MIS Engage) and inform a DSL or DDSL. If you do not have access to MIS Engage complete a Cause for Concern Welfare Form and hand to the DSL or DDSL (forms in office)</p> <p>You should follow the Procedures for referral that have been agreed with the local Safeguarding Children Team which can be found on the Safeguarding notice board in reception at site.</p> <p>Follow the criteria and paperwork for referral as approved by your local Safeguarding Adult Team by submitting a Multi Agency referral Form to the appropriate Local Authority – Leicestershire is home authority <a href="https://customerportal.leics.gov.uk/web/portal/pages/profrefsg#h1">https://customerportal.leics.gov.uk/web/portal/pages/profrefsg#h1</a></p> <p>If you are unable to contact the (D)SL for your service, you should contact your Regional Lead, or: The Executive Lead Katie Dorrian - <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a> (Executive Lead) or Anthony Armstrong <a href="mailto:anthonyarmstrong@aspris.com">anthonyarmstrong@aspris.com</a> (regional)</p>	