

## 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:	Christopher Campbell
Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i>	Name: Kate Ward Phone: 01455 890023 Email: kateward@AsprisCS.co.uk
Regional Safeguarding Lead:	Name: Tony Armstrong Email: anthonyarmstrong@aspris.com
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	<b>Katie Dorrian, Director of Governance and Quality</b> <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
PREVENT lead for the Group:	<b>Katie Dorrian, Director of Governance and Quality</b> 07518295368 <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
Local Authority PREVENT Lead:	Sam Slack Prevent.EastMidlands@service.education.gov.uk
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
Out of Hours contact at our Local Authority:	Name: Emergency Duty Team Phone: 0116 305 0888
Contact for training at our Local Authority	Name: Leicestershire & Rutland Safeguarding Partnerships Business Office Phone: 0116 305 7130
INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES	
Where is the policy <b>AOP08 Safeguarding Adults and AOP08A Safeguarding Adults – Wales and AOP08.3 Adult Support and Protection (Scotland)</b> located:	Aspris Hub/ Policies and Forms/ Operational/ Operational Policies/ AOP08 or AOP08A or AOP08.3
Where is the <b>Local Area Safeguarding Information</b> (Procedures, Handbook etc.) located:	Safeguarding Notice Board
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>Kate Ward, in their absence please contact 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) 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>	

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