

LOCAL ARRANGEMENTS FOR SAFEGUARDING ADULTS AT RISK

Safeguarding Adults is everybody's business

SERVICE DETAILS	
Name of the service:	Aspris College South Wales
Name of Service/ Service Manager:	Kath Lawler
Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i>	Name: Joanne Phillips Phone: 01495 762609 Email: JoannePhillips@AsprisCS.co.uk
Regional Safeguarding Lead:	Name: Scott Preston Email: ScottPreston@Aspris.com
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	Katie Dorrian, Director of Governance and Quality KatieDorrian@aspris.com
PREVENT lead for the Group:	Katie Dorrian, Director of Governance and Quality 07518295368 KatieDorrian@aspris.com
Local Authority PREVENT Lead:	Torfaen County Borough Council
LOCAL AUTHORITY DETAILS	
Name of host local authority:	Torfaen County Borough Council
Local Adult Safeguarding Board	Torfaen County Borough Council
Our contact at our Local Authority:	Name: Torfaen County Borough Council Phone: 01495 762200 Email: SS_CallTorfaen@torfaen.gov.uk
Out of Hours contact at our Local Authority:	Name: Torfaen County Borough Council Phone: 01495 762200 Email: SS_CallTorfaen@torfaen.gov.uk
Contact for training at our Local Authority	Name: Torfaen Training Phone: 01495 762200 Email: Training@torfaen.gov.uk
INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES	
Where is the policy AOP08 Safeguarding Adults and AOP08A Safeguarding Adults – Wales and AOP08.3 Adult Support and Protection (Scotland) located:	Aspris Hub/ Policies and Forms/ Operational/ Operational Policies/ AOP08 or AOP08A or AOP08.3
Where is the Local Area Safeguarding Information (Procedures, Handbook etc.) located:	In a folder in Staff Office
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: Joanne Phillips (DSL), Deputy DSL's, Scott Preston (Regional Safeguarding Lead) <i>(List the people that colleagues should notify including the Deputy Safeguarding Leads for the service, and who to notify if the Safeguarding leads and service leader are not available)</i></p> <p>You should complete an Electronic Incident Report (Electronic Reporting System) A handwritten Incident Form or Additional Incident Form</p> <p>You should follow the Procedures for referral that have been agreed with the Local Safeguarding Adults Team which can be found here: Contact Torfaen County Borough Council: 01495 762200 Email: SS_CallTorfaen@torfaen.gov.uk</p> <p>Follow the criteria and paperwork for referral as approved by your Local Safeguarding Adults Team. This can be accessed. SS_CallTorfaen.gov.uk <i>(insert instructions for referral here, if no locally approved forms, use AOP Form: 17)</i></p> <p>If you are unable to contact the (D)SL for your service, you should contact your Regional Lead, or: The Executive Lead</p>	