

LOCAL ARRANGEMENTS FOR SAFEGUARDING CHILDREN

Safeguarding Children is everybody's responsibility

SERVICE DETAILS	
Name of the Service:	Radio City School
Name of Service Manager:	Louise Coleman
Safeguarding/Protection Lead: (<i>Designated Safeguarding Lead in education settings</i>)	Name: Louise Coleman Phone: 07775425401 Email: louisecoleman@aspriscs.co.uk
Regional Safeguarding Lead	Name: Phil Ringsell Email: philringsell@aspriscs.co.uk
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	Katie Dorrian, Director of Governance and Quality KatieDorrian@aspris.com
PREVENT lead for Aspris:	Katie Dorrian, Director of Governance and Quality 07518295368 KatieDorrian@aspris.com
Local Authority PREVENT Lead:	prevent@north-ayrshire.gov.uk
SAFEGUARDING PARTNERS DETAILS	
Local authority that the service is located in:	North Ayrshire
Local Safeguarding Children Partnership: (or regional equivalent)	North Ayrshire Child Protection Partnership
Contact details for the LADO:	Name: Jade Munro Phone: 01294310611 Email: cpc@north-ayrshire.gov.uk
Designated contact at Local Authority Safeguarding Children Team:	Name: CP Team Phone: 01294310300 Email: cpc@north-ayrshire.gov.uk
Designated contact at Police:	Name: Any Police station Phone: 101 Email:
Out of Hours contact at our Local Authority:	Name: North Ayrshire Council Phone: 08003287758 Email:
Contact for Local Authority training:	Name: Alison Linton Phone: 01294310624 Email:
Designated contact at Clinical Commissioning Group:	Name: Phone: Email:
INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES	
Where is the policy AOP06 Safeguarding Children in Education, AOP06B Safeguarding Children in Education – Wales, AOP06.1 Child Protection Scotland and AOP06A Safeguarding Children in Residential Care located:	Aspris Intranet/ Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP06 or AOP06A or AOP06.1 or AOP06B
Where is the Local Area Safeguarding Information located? (Procedures, Handbook etc.)	This is displayed throughout the school and also stored in the policies folder.
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: (<i>List the people that colleagues should notify, and who to notify if the Safeguarding Lead, or Service Manager are not available</i>) Louise Coleman – Head Teacher</p> <p>You should complete an electronic Incident Report (Electronic Reporting System) (<i>If you have any other paperwork appropriate to your service regarding incident reporting, actions or any other information, list them here</i>) Use correct Safeguarding referral form and protocol</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>) Displayed in School Office; Staff Room; Admin Office; Safeguarding Folder in School Office</p> <p>Follow the criteria and paperwork for referral as approved by your local Safeguarding Children Team. This can be accessed: (<i>insert instructions for referral here, if no locally approved forms, use AOP: Form 17</i>) Safeguarding file in School Office</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>	

