

LOCAL ARRANGEMENTS FOR SAFEGUARDING ADULTS AT RISK

Safeguarding Adults is everybody's business

| SERVICE DETAILS | |
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| Name of the service: | Tor View School |
| Name of Service/ Service Manager: | Nicola Cutler |
| Safeguarding/Protection Lead: <i>(Deputies to be listed in last section)</i> | Name: Nicola Cutler Phone: 01822 618515 Email: NicolaCutler@aspris.co.uk |
| Regional Safeguarding Lead: | Name: Rebecca McArthur Phone: 07825363815 Email: RebeccaMcArthur@aspris.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 the Group: | Katie Dorrian, Director of Governance and Quality 07518295368 KatieDorrian@aspris.com |
| Local Authority PREVENT Lead: | prevent@devonandandcornwall.pnn.police.uk |
| LOCAL AUTHORITY DETAILS | |
| Name of host local authority: | Devon |
| Local Adult Safeguarding Board | The Devon Safeguarding Adults Partnership |
| Our contact at our Local Authority: | Name: Care Direct Phone: 0345 1551 007 Email: csc.caredirect@devon.gov.uk |
| Out of Hours contact at our Local Authority: | Name: Emergency Duty Service Phone: 0345 6000388 Email: adultsc.safeguardingadultservicesmailbox@devon.gov.uk |
| Contact for training at our Local Authority | Name: www.devonsafeguardingadultspartnership.org.uk Phone: 01392 383000 Email: safeguardingadultstraining-mailbox@devon.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: | Staff room and SLT office, reception, Induction handbook, School website- polices and procedures |
| 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:</p> <p>Nicola Cutler 01822 618515. OR Nicole Statton OR Lydia Gannon OR Claire Treliving OR Paul Marchant OR Katherine Owen</p> <p>If they are unavailable, please contact Rebecca McArthur 07825 363815</p> | |

Operational

You should complete an Electronic Incident Report (Electronic Reporting System – CPOMS) 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 Nicci Cutler (Headteacher) or Rebecca McArthur (Operations Director).

You should follow the Procedures for referral that have been agreed with the Local Safeguarding Adults Team which can be found here:

1. Ensure the Young Person is safe if you can influence this situation.
2. Internal reporting and recording for consideration by DSL/DDSL/Headteacher.
3. Escalation to Care Direct.
4. Ensure all reporting is followed up to ensure that escalations have happened within appropriate timescales.
5. Expect a report back from the person referred to and if this is not provided seek further advice from Governance, Rebecca McArthur

Follow the criteria and paperwork for referral as approved by your Local Safeguarding Adults Team. This can be accessed.

- **In an emergency always call 999**
- If you think that you, or someone you know, is being abused or neglected you can raise a safeguarding concern by calling Care Direct on **0345 1551 007** or emailing csc.caredirect@devon.gov.uk
- Care Direct is open Monday-Friday 8am-8pm and Saturday 9am-1pm
- Outside of these hours or on bank holidays call the **Emergency Duty Service** on **0845 6000 388** or email the address above
- Anybody can raise a safeguarding concern by contacting Care Direct
- Professionals, please report a concern via this form and send it to csc.caredirect@devon.gov.uk

If you are in **Torbay** call **01803 219700**

If you are in **Plymouth** call **01752 668000**

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

1. Nicola Cutler - Headteacher 01822 619515 nicolacutler@aspriscs.co.uk
or
2. Rebecca McArthur – Operations Director 07825363815 RebeccaMcArthur@aspris.com

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