

**LOCAL ARRANGEMENTS FOR SAFEGUARDING CHILDREN**  
Safeguarding Children is everybody's responsibility

<b>SERVICE DETAILS</b>	
Name of the Service:	Aspris Queenswood school
Name of Service Manager:	Robert Coles
Safeguarding/Protection Lead: ( <i>Designated Safeguarding Lead in education settings</i> )	Name: Luke Johnston Phone: 07377 544101 Email: lukejohnston@aspriscs.co.uk
Regional Safeguarding Lead	Name: <a href="#">Katie Dorrian, Safeguarding Lead</a> Email: <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
Aspris Executive Safeguarding Lead: (Also CSE lead for the Group)	<a href="#">Jane Stone Director of Risk and Governance</a> <a href="mailto:JaneStone@aspris.com">JaneStone@aspris.com</a>
PREVENT lead for Aspris:	<a href="#">Katie Dorrian, Safeguarding Lead</a> 07518295368 <a href="mailto:KatieDorrian@aspris.com">KatieDorrian@aspris.com</a>
Local Authority PREVENT Lead:	Neville Meredith , Three Counties Prevent Lead <a href="#">Prevent_referral_form.docx (live.com)</a>
<b>SAFEGUARDING PARTNERS DETAILS</b>	
Local authority that the service is located in:	Herefordshire
Local Safeguarding Children Partnership: (or regional equivalent)	West Midlands Safeguarding Children
Contact details for the LADO:	Name: Terry Pilliner Phone: 01432 261739 or 07792881859 Email: lado@herefordshire.gcsx.gov.uk
Designated contact at Local Authority Safeguarding Children Team:	Name: MASH Team Phone: 01432 260800 Email: Anycomms Transfer
Designated contact at Police:	Name: PCSO 40398 Phone: 07817941145 /101/999 Email: Mick.ashby@westmercia.pnn.police.uk
Out of Hours contact at our Local Authority:	Name: EDT for Hereford & Worcester Phone: 01905 768020 Email: perators@worcstecare.org
Contact for Local Authority training:	Name: Anne-Marie Kemp Phone: 01432 260858 Email: Anne-marie.kemp@herefordshire.gov.uk
Designated contact at Clinical Commissioning Group:	Name: Rebecca Haywood-Tibbets Phone: 01432 383692 Email: Rebecca.haywood-tibbets@herefordshire.gov.uk
<b>INFORMATION THAT MUST BE AVAILABLE TO COLLEAGUES</b>	
Where is the policy <b>AOP06 Safeguarding Children in Education, AOP06B Safeguarding Children in Education – Wales and AOP06A Safeguarding Children in Residential Care</b> located:	Aspris Intranet/ Policies and Forms/ Aspris/ Operational/ Operational Policies/ AOP06 or AOP06A or AOP06B
Where is the <b>Local Area Safeguarding Information</b> located? (Procedures, Handbook etc.)	<b>School Reception Notice boards</b>
<b>ACTION TO TAKE IF AN ALLEGATION OF ABUSE IS MADE TO YOU:</b>	
<p>You should ensure the immediate safety of all individuals. You should notify: <b>Robert Coles (Headteacher), Luke Johnston (DSL), Catherine Edwards (DSL), Laura Hamblin (Deputy DSL), Kelly Mills (Deputy DSL) &amp; Andrew Libby (Deputy DSL)</b></p> <p>You should complete an electronic Incident Report (Electronic Reporting System) <b>Staff are advised to raise any immediate concerns verbally and follow the advice given, all concerns raised should be inputted onto the MIS system</b></p> <p>You should follow the Procedures for referral that have been agreed with the local Safeguarding Children Team which can be found here: <b>Please refer to school notice boards in reception</b></p> <p>Follow the criteria and paperwork for referral as approved by your local Safeguarding Children Team. This can be accessed: <b>Multi-Agency Referral: reporting concerns(MARF) (procedures.org.uk)</b></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>	

