

Date: 27/07/2018

FREEDOM OF INFORMATION REQUEST FOI/014215 - Safeguarding adults and children

### **Incidents and Discipline**

Have you had a reported incident regarding staff not following your safeguarding guidance in the last three years? -  
If so, how many?

How many legal actions have been taken against you due to staff not following safeguarding guidance? -

Has anyone been disciplined or fired due to staff not following safeguarding guidance in the last three years? -

Information would be held within individual personnel files and personnel files are exempt under FOI exemption Section 40 Personal Information.

### **Training**

How often do you undertake any education or training around safeguarding guidance? –

Safeguarding training is a mandatory requirement which all staff require in varying levels dependent upon their role and competencies. Training is provided several times a month, all year round. Bespoke training and education is also provided dependent upon service need, lessons to be learned and as a result of local, regional and national policy and guidance changes.

### **Updating and Dissemination**

How often are safeguarding guidance standards updated? –

Policies are required to be reviewed every three years or earlier if deemed necessary. An example of an earlier review being indicated would be if new national policy or legislation came into force before the policy renewal date. When was the last complete review of your safeguarding guidance? - Safeguarding guidance is continuously reviewed due to the nature of safeguarding practice constantly evolving, however a review is currently underway at present.

### **Storage and accessibility**

In what format and programme do you hold your safeguarding guidance? - Electronic

In what format and programme do staff access this guidance? - Electronic

Can you access safeguarding guidance on mobile devices? - Yes

If so, can this guidance be accessed while offline? - No

### **Audit and Review**

Can your workforce audit their compliance to central standards regarding safeguarding guidelines and so identify any shortfalls? –

We have an annual audit plan in relation to safeguarding practice and processes.

Do you have the capability to audit delivery standards against current safeguarding guidance? - Yes

### **Quantitative measures**

How many pages of safeguarding guidance does your organisation have? –

Unable to quantify, there is a plethora of guidance and this is derived from various sources by internal and external