

Action Plan – Mr George Cobbledick at HMP Whatton – Natural Cause on 04/04/2020

No	Recommendation	Accepted/ Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that a prisoner's next of kin details are kept up to date and are readily available if a prisoner becomes seriously ill.	Accepted	<p>A Notice To Staff was published on 11.09.20 instructing Key Workers to update contact details at their next key Work session and review on a yearly basis.</p> <p>As a follow up the instructions in the Notice will be discussed at the next Safer Custody Meeting and Operations Meeting with Managers so that they can ensure that staff have read and understood the need to keep records updated and that these are readily accessible.</p> <p>As an additional measure, a Notice to Prisoners was issued in September 2020 to inform them of the necessity for their next of kin details to be kept up to date. The Notice explains how they can check, amend and update their next of kin details records.</p>	<p>Complete</p> <p>Head of Safer Custody</p>