

**Action Plan - Peter Reeves - Self-Inflicted - HMP Swaleside - 17/01/2017**

<b>No</b>	<b>Recommendation</b>	<b>Accepted/Not Accepted</b>	<b>Response</b>	<b>Target date for completion and function responsible</b>
1	The Governor and Head of Healthcare should ensure that staff manage prisoners at risk of suicide and self-harm in line with national guidelines, including that staff begin ACCT procedures in accordance with PSI 64/2011 when there is a risk or threat of suicide or self-harm.		The new national SASH training package commenced roll out in June 2017 and will be delivered to all staff, who have prisoner contact, this includes modules on the identification of risks and triggers and the process of opening an ACCT document. The locally projected target is for this to be delivered by 31/03/2019.	Head of Safer Custody On-going

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2	<p>The Governor should ensure that there is an effective and well-implemented strategy to:</p> <ul style="list-style-type: none"> <li>• Reduce the availability, demand and explicit use of illicit substances.</li> <li>• Ensure important information about risk is recorded in prisoners' NOMIS records and wing observation books.</li> <li>• Ensure all staff understand the need to submit intelligence reports when they become aware of potential risk.</li> </ul>		<p>HMP Swaleside has a 'minimising ingress action plan', to manage the availability of illicit items this has been in place since September 2017. A dedicated search team was introduced in September 2017, with part of its role, to specifically respond to intelligence related to illicit items.</p> <p>A new Drug Strategy document is being written, with a clearer focus on supply and demand reduction, informed by local intelligence and need, this is due for completion by the end of 2017.</p> <p>Daily checks of observation books are made by Safer Custody Custodial Managers, to give assurances that all incidents are being captured.</p> <p>Since January 2017, the Governor has carried out a daily verbal briefing to all staff, this includes</p> <ul style="list-style-type: none"> <li>• an overview of recent operational issues and incidents of note,</li> <li>• a reminder of the need to record risk issues, who to report these to</li> <li>• a focus on the importance of supporting vulnerable men.</li> <li>• the continuous need to submit Intelligence reports.</li> </ul> <p>On 28<sup>th</sup> September 2017 a notice to staff (220/17) was issued, reminding all staff of the need to complete Mercury Reports.</p>	<p>Security Governor Complete</p> <p>Head of Drug Services December 2017</p>