

Action Plan – Mr Dylan Archibald at HMP Hull – Self Inflicted on 16/09/2018

| No | Recommendation | Accepted/ Not Accepted | Response | Target date for completion and function responsible |
|-----------|--|---------------------------------------|--|--|
| 1 | The Governor should ensure that staff consider and record all the known risk factors of a newly arrived prisoner when determining the risk of suicide and self harm, and start ACCT procedures when necessary. | Accepted | <p>In May 2020, a review of the Early Days in Custody process was undertaken, resulting in revised paperwork being introduced in both reception and the First Night Centre. This provides a prompt for staff to look for, identify and record any risks of self-harm or suicide more effectively and has led to an increase in the number of ACCT plans being opened on reception. A check conducted one month after this new process was introduced confirmed that 90% of these plans were as the result of risk identified on reception and that these had been opened appropriately.</p> <p>Further training on the assessment of risk during the reception process has been delivered to all reception staff by the Group Safety team, to ensure ACCT procedures are started where appropriate. The aim is that staff are able to demonstrate a clear understanding of risk of suicide or self-harm and can describe how and why this is assessed, particularly in relation to newly arrived prisoners. This will ensure that staff are better able to define, identify and manage risk of suicide and self-harm.</p> <p>A process of assurance has also been introduced whereby Custodial Managers carry out a review within 72 hours of an ACCT plan being opened, to check quality and that the appropriate management plan is in place. The Duty Governor also conducts a spot check of a sample of ACCT documents to assure the quality of the process and documentation.</p> <p>HMP Hull will continue to be supported by the Yorkshire Prison Group Safety team, who will provide regular independent assurance visits and feedback on any areas where performance is not to the required standard.</p> | Head of Residence & Safety Completed |

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| 2 | The Governor should ensure that officers have meaningful contact with prisoners, including individual conversations that allow them to get to know prisoners and identify their needs. | Accepted | <p>HMP Hull now operates the key worker scheme which was introduced as part of the Offender Management in Custody Model rolled out across the prison estate. Sign off as being able to deliver to the required standard was given in April 2019. The purpose of the key worker is to establish a working relationship with a small cohort of prisoners through regular meetings and interactions. This means support can be provided on an individual basis, allowing prisoners to make the best use of the opportunities available to them. This also allows for improved communication with the Offender Management Unit (OMU) and Safer Custody team, so that risks and needs can be highlighted and addressed as appropriate.</p> <p>A Band 3 administration assistant within the OMU monitors receptions to ensure that every prisoner within HMP Hull is allocated a key worker who is a prison officer, during the first working day following arrival. Each key worker is allocated a caseload of up to six prisoners. The wing Custodial Managers (CMs) are responsible for ensuring that each prisoner is allocated at least 45 minutes individual contact with their key worker each week. They will also undertake a weekly 10% management check of key worker activity, including the records made on NOMIS, to ensure that contact has taken place and the quality of the work undertaken is to the required standard.</p> <p>The Head of OMU also carries out a weekly assurance check, which is shared with the Head of Residence and Services in order to drive up compliance through the wing CMs.</p> | Head of Residence & Safety Completed |