

**Action Plan – Mr Khader Saleh at HMP Wormwood Scrubs – Homicide on 31/01/2018**

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that incidents of violence are reported to the security department promptly.	Accepted	<p>To ensure that incidents of violence are promptly reported a number of Staff Information Notices have been issued since June 2017 detailing the importance of reporting incidents.</p> <p>In January 2019 the Safety team implemented a process of cross-referencing residential observation books against the central daily report to ensure that all incidents have been reported. In September 2019 security staff have been allocated a wing in which they will attend weekly residential wing briefings to ensure that staff are fully aware of reporting process.</p> <p>A process will be introduced by the Security collators in which they will cross-reference incidents on the daily briefing to ensure that an Incident Report has been submitted to security.</p> <p>To support continued improvement Structured Communication will be introduced.</p>	Head of Security January 2020
2	The Governor should ensure that prisoners do not have access to the service areas between cells.	Accepted	To ensure prisoners do not have access to the service area, all cells have been fitted with bars to stop access between cells. Perspex sheeting is also being fitted to cells to prevent the area being used to store illicit items. A check of all cells is being completed to identify which cells still need Perspex sheeting or other repairs.	Head of Security January 2020
3	The Head of Healthcare should ensure that, when necessary, timely appointments are made for prisoners with Forward Trust, and that referrals are properly	Accepted	<p>A process was implemented in March 2018 that all new receptions are seen by Forward Trust within 24hrs they will record this on system one. All Forward Trust referrals are now recorded on System One.</p> <p>A daily check is made of all referrals and they are allocated a key worker. Key workers will respond to the referral within five days by a Team Leader,</p>	Head of Forward Trust Head of Healthcare Completed

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	documented on their medical records.		this is monitored by Forward Trust managers for compliance. Compliance of prisoners being seen within the five day time scale is monitored daily via an assessment tracker. The Team also have a daily meeting and any issues/delays will be raised in there and managed by the Team leader.	
4	The Governor should ensure that accommodation fabric checks are made sufficiently regularly and frequently to detect damage that could potentially be used to make weapons.	Accepted	<p>Daily accommodation fabric checks which include checking of furniture were implemented in September 2019. Any damaged or broken cell fabric or furniture is reported by staff on the establishment reporting system monitored by the maintenance team. Random weekly quality assurance of accommodation fabric checks is also completed by Senior Officers.</p> <p>In July 2019 senior management team decency checks were implemented ensuring that furniture is of an acceptable standard. There is a manager appointed to oversee this process and feed back any ongoing problems.</p> <p>A system in which daily reports are submitted to the morning operational meeting on the compliance of daily accommodation fabric checks was implemented in September 2019. Any actions are taken forward by the Head of Security.</p> <p>Additionally, Security will be implementing a covert testing process of accommodation fabric checks in January 2020.</p>	Head of Security January 2020