

EASY ENGLISH VERSION

GUIDELINE

WHEN A DISABILITY SERVICE MUST LET THE POLICE KNOW ABOUT SOMETHING THAT HAPPENED AT THE SERVICE

This paper explains what disability services should do when something happens that might need to be told to the Police.

The Police need to be called straight away

- if someone has been touched sexually and the-person did not want this to happen
- if someone has been hurt ,or beaten, or punched, or choked
- if someone has had personal things smashed on purpose
- if someone has been tied up or held down by staff, and
- if anyone is in danger.

If the Police need be called straight away they may need to look at the place or clothes where something happened before anyone touches anything.

There are other times when the Police might have to be called but this may not need to be done until after staff check that something might have happened.

If staff do decide that the police need to be called, they are not to ask any more questions or try to find out any more about what happened until after the Police have come and finished their work.

If something really serious happens and the Police are called, there are some other things the service needs to do. These are

- the service needs to let the Government know as the Government needs to be satisfied that the service has taken the best action
- the service needs to make sure that the people involved are kept away from each other until the Police have checked everything out
- staff from the service should not go to any interviews that the Police have with the people involved in the incident unless there is an important reason for this to happen, and
- the service needs to make sure it keeps any notes or papers about the incident in line with what the law says.

Easy English guideline prepared: November 2010

To be reviewed: November 2011