


Division	Safeguarding	
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Issue		

CHAPTER 2: ROLES AND RESPONSIBILITIES

2.1 Introduction

The principle of shared responsibility does not mean that individual members of staff are not accountable. All members of staff have clear responsibilities under the ACDT system, but preventing suicide/self-harm is wider than caring for those identified as at-risk. By being supportive to all detainees, and taking account of the very different needs of individuals and reflecting diversity and gender equality responsibilities, staff can reduce the levels of distress and thereby reduce the number of detainees who may become a risk-to-self.

It is important that all members of staff are aware of which detainees in their care are on open ACDT Plans. It is good practice for staff who have direct contact with detainees but who do not necessarily regularly receive information about current detainees on open ACDT Plans, to check the Daily Handover report daily.

2.2 All members of staff

All members of staff in contact with detainees must be trained to at least ACDT Foundation Level (Annex A) and be aware of the signs of risk summarised in the ACDT Staff Pocket Guide and when caring for at-risk detainees follow the ACDT procedures set out in the ACDT Policy.

Suicide prevention and self-harm management is the responsibility of all staff. Whenever any member of staff believes a detainee is at risk of suicide or self-harm they must open an ACDT Plan following the procedures set out in the ACDT Policy.

Members of staff have a responsibility to ensure they are aware of which detainees in their care are on an open ACDT Plan, and what the key requirements of that plan are.

Staff are responsible for the maintenance of ACDT Plans of detainees they come into contact with, and have a responsibility to share risk pertinent information with others caring for the detainee. It is important that any events relevant to the care of the at-risk detainee are appropriately noted in the ACDT.

At shift change when staff handover detainees on an open ACDT Plan to colleagues, they must always appropriately brief that member of staff. A record must be maintained to show that the receiving staff have received such a briefing and have checked those detainees on an open ACDT Plan. It is important that at other handover times receiving staff are made aware of any specific concerns about such detainees. An ink stamp is supplied to each wing for this purpose.