

# Child & Adult Safeguarding



Orchardville

If you are concerned that a service user is being **abused neglected, bullied** or **exploited**

Then speak to **ANY** member of staff **immediately**

**They will:**

- Listen
- Record in writing
- Reassure
- Report to one of the Appointed Persons

One of the appointed persons will report the concern to social services and complete a referral form. Social Services will contact you for more information as part of an investigation and they will decide on what action to take.

## The Appointed Persons Are:



**Michael Walker**

Head of Employment  
& Progression

Tel: 028 90 732326

[michael.walker@orchardville.com](mailto:michael.walker@orchardville.com)



**Kirsty Spencer**

Head of Employment  
& Progression

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**Lydia Lynas**

Head of Inclusion  
& Progression

Tel: 028 90 732326

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**Rachael Stewart**

Community Inclusion  
& Progression Officer

Tel: 028 91 477025

028 92 677622

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## Adult Safeguarding Champion

**Joan McGinn**

Chief Executive

Tel: 028 90 732326

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