

AP TU Engagement Update 13.5.20

Generic Risk Assessments (GRA)

AP's have recently completed GRA's relating to their place of work and the documents were shared with TU's at the above meeting. Common themes were evident across all AP's and these have been collated into one document with recommended measures in place. The documents are available for all AP staff to view. If you would like me to email a copy of the documents please contact me on sforeman@napo.org.uk.

PPE

Napo raised the issue of PPE masks and the importance of staff being able to use this equipment properly. It was agreed to send a video link to staff to access guidance regarding putting on and taking off face masks appropriately. If members require this information please seek assistance from your line manager in the first instance.

AP Occupancy

All staff will be aware that to provide staff with a safe working environment a decision was previously made to have single room occupancy. The priority referral process also ensures accommodation for service users who meet the priority one criteria. These steps were taken to assist staff and residents to adhere to the social distancing guidance and provide accommodation to individuals whose risk dictates the need for close monitoring. Napo members have been informed that in some AP's social distancing has proved very challenging, members have also raised their concerns about increasing AP occupancy. These concerns were raised and we were advised that AP staff should follow PHE/W guidance regarding social distancing for example; screens, demarcation areas, ventilation, workforce planning, and PPE. Clarity was also sought about increasing AP occupancy and we have been advised the Secretary of State has a responsibility to provide AP accommodation for individuals who are deemed to pose a high risk of serious harm to others. AP's do need to continue to take residents who are leaving custody but we have been assured this will be undertaken in a safe and planned way with an increased level of collaboration and information from the discharging prison. If this is not happening please raise with your line manager in the first instance and if this remains an issue please contact me on sforeman@napo.org.uk

AP Staffing

We have been informed that the recent recruitment drive for areas where it has proved difficult to recruit has been successful. There were a couple of AP's which were forced to close due to staff shortages and it is anticipated they can be reopened shortly.

Rota Review

The majority of AP's have settled into the new APRW rota and reports have been positive. There are still some AP's who have yet to change to their preferred rota but due to unforeseen circumstances this has not been possible. It is anticipated this will occur as soon as practicable.

Training

There are a few compulsory on-line training events for AP staff to complete if they haven't already and all staff will be given encouragement and support to complete the necessary training. Face to Face conflict resolution training has been placed 'on hold' due to Covid-19 but it is hoped this will commence as soon as its safe to do.

AP Residential Worker Job Evaluation.

Many RW's will be aware their role will shortly be job evaluated. The process for this is as follows; A Job description questionnaire is completed by RW's (this has already been done) and submitted to the Job Evaluation Scheme (JES). A panel of three people (including a TU rep) is selected from a group of TU reps who have undertaken the training and a matrix is used to score the tasks and the role will be then banded and the outcome circulated. Napo believe that RW's undertake a vital role in AP's and should be remunerated accordingly. I can confirm this view is widely shared.

Monthly Staff Dial In

Finally, many of you may be aware of the monthly all staff dial in. Dates, times and details can be found on the AP Directory.

The call is usually 10 – 11 on the final Friday of the month, the next one is on 29th May. The participant line is: 08004961094 and there is a Q&A session at the end.

Napo encourages all staff to dial into these meetings if possible to raise issues directly with AP Senior Managers.

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