

# OUT OF HOURS PACE BED REQUEST PROCESS

## Annex B

Police/AA ring EDT at earliest opportunity to inform a PACE Bed may be required and gives details of the YP.

### Contacts details:

#### YOT:

Sara Orton – 07888 107889.  
Nigel Pepper – 07830 892089.  
Dave Blockley – 07824 622671.

#### YJB:

0845 3636363.

#### Transport/Escort (only if required):

Quayside Care – 01302 563826.  
Cares – 01388 458888.

- EDT check the YP on Mosaic and do checks for any available PACE Bed placements. The starting point for this is assessing the suitability of family or friends.
- If family or friends are not suitable EDT are emailed every Friday with a list of available Local Authority (LA) non-secure PACE Beds for the weekend and the following week (Howe Hill, Peasholme and/or Foster Carers).
- EDT to call YJB out of hours and inform there may be a SECURE Pace request.

The Police will confirm with EDT as soon as they know a PACE Bed is required and will state whether this is a request for a SECURE or NONE-SECURE Pace Bed.

### NONE SECURE PACE BED

- If none secure PACE Bed - EDT to confirm placement and provide the Police with the address of PACE Bed placement.
- AA to text YOT Managers SO, NP & DB with details of the PACE Bed.
- Although the Police will assist when they can, it is the responsibility of EDT to transport the YP to a none secure PACE placement.
- LA are responsible for transporting the YP to the next available Court. If available, staff can transport the YO if suitable to do so.
- EDT email YOT Secure Email addresses x 2 with details of YP and the PACE Bed address.

[d.uty@york.cjism.net](mailto:d.uty@york.cjism.net) and [ad.min@york.cjism.net](mailto:ad.min@york.cjism.net)

### SECURE PACE BED

- If SECURE bed is required EDT need to contact YJB Out of Hours Placement Team (0845 3636363).
- The YJB Out of Hours Team will provide details of where a Bed is available.
- EDT will then be responsible for calling the placements to see if they will accept the YP.
- If the YP is accepted by the secure establishment, the Police will transport the YP to the SECURE PACE Bed placement.
- If the YP is not accepted by the placement, the YP will spend the night at the Police Station.
- The LA are responsible for transporting the YP from a SECURE placement to the next available Court.
- EDT to arrange transport through Quayside (01302563826) or Cares (01388458888).
- EDT email YOT Secure Email addresses x 2 with details of YP and the PACE Bed address.

[d.uty@york.cjism.net](mailto:d.uty@york.cjism.net) and [ad.min@york.cjism.net](mailto:ad.min@york.cjism.net)