



**CLEVELAND
POLICE**

**THE
HERBERT
PROTOCOL**
Safe & Found

The Herbert Protocol is a national scheme adopted by Cleveland Police and other police services across the country.

It encourages carers, families, friends or neighbours, to hold information about the person with dementia that can help the police find them if they do go missing.

The basis of the scheme is for vital information about the person such as medication, description, photograph, significant places in the person's life and their daily routine, to be recorded on a form.

The form should then be stored safely – either in electronic format on a computer, or a printed version. It may need to be located quickly, at any time of day or night, by the person who needs the information to begin the initial searches.

When the form is complete, it will contain confidential information about a person so it should be stored securely. Any partner agency required to complete the form will become the data controllers and must store it appropriately.

The form can be downloaded from the Cleveland Police web site or pick one up from your local police station.

The police will only ask for the form, or the information in the form, if the person is reported missing.

The information will help the police and other agencies locate the missing person as quickly as possible and return them to safety.

The protocol is part of a wider agreement with the Alzheimer's Society society to obtain dementia friendly status for Cleveland Police.