



Trust Headquarters  
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Crawley  
West Sussex  
RH10 9BG

Internal Ref: 250925-250108  
Email:

Tel: 0300 123 0999  
[www.secamb.nhs.uk](http://www.secamb.nhs.uk)

Dear,

The trust acknowledges receipt of your Freedom of Information Act 2000 (FOIA) request, referenced above. Please ensure you quote this number in any future correspondence.

Please accept the Trust's apologies for the delay and inconvenience you have experienced regarding your FOIA request.

### **FOI Request**

You asked us:

**I am writing to request the following information relating to your NHS Trust's training materials, specifically:**

- **A copy of all training materials, or similar, issued to staff by your Hospital Trust relating to PREVENT since 1/1/23**

**I would like all document sent electronically please. Under Section 16 of the Act I also ask that if this request cannot be fulfilled under the legislation, that you offer advice and assistance to help the request comply with the act.**

### **Formal Response**

The Trust confirms it holds the information you have requested.

**I am writing to request the following information relating to your NHS Trust's training materials, specifically:**

- **A copy of all training materials, or similar, issued to staff by your Hospital Trust relating to PREVENT since 1/1/23**

**I would like all document sent electronically please. Under Section 16 of the Act I also ask that if this request cannot be fulfilled under the legislation, that you offer advice and assistance to help the request comply with the act.**



Please see PREVENT training documents attached.

### Next steps

We publish a variety of information which may assist future enquiries relating to our service on our website – [www.secamb.nhs.uk](http://www.secamb.nhs.uk).

Should you be dissatisfied with our response then in the first instance please contact Richard Banks, Head of Corporate Governance, via the following email address: [FOI@secamb.nhs.uk](mailto:FOI@secamb.nhs.uk)

You can ask us to review our original response. If you would like us to carry out an internal review, please let us know within 40 working days of you receiving our original response. This review will be conducted by an individual who was not directly involved in reviewing the original response, ordinarily, the Trust Data Protection Officer. We will endeavour to complete this request within 20 working days.

Should you remain dissatisfied then you can contact the [Information Commissioner's Office](http://www.ico.org.uk/foicomplaints) (ICO). Complaints to the ICO should be made within six weeks of receiving the outcome of an internal review. The easiest way to lodge a complaint is through their website: [www.ico.org.uk/foicomplaints](http://www.ico.org.uk/foicomplaints).

Alternatively, the ICO's postal address is:  
Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF.

Yours sincerely,

**Freedom of Information Coordinator**  
**South East Coast Ambulance Service NHS Foundation Trust**



Saving Lives,  
Serving Our Communities

Chair: Michael Whitehouse CEO: Simon Weldon