



Child Protection and Safeguarding Local Procedures

Aurora Foxes

Please refer to Main Policy A1 Child Protection and Safeguarding Policy

Important contacts:

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Service Lead	Mark Costello	Foxes.Mark.Costello@the-aurora-group.com
Designated Safeguarding Lead (DSL)	David Bates	David.Bates@the-aurora-group.com
Deputy DSLS	Susie Palmer Nicola Gibbs Kim Williams Kerry Laing Deb Jervis Kerry Knapman	Susie.Palmer@the-aurora-group.com Nicola.Gibbs@the-aurora-group.com Kim.Williams@the-aurora-group.com Kerry.Laing@the-aurora-group.com Deb.Jervis@the-aurora-group.com Kerry.Knapman@the-aurora-group.com
Out of office hours contact:	Aurora Foxes On-Call Safeguarding	07458058826
Local Authority Designated Officer (LADO)	Somerset Direct	sdinputters@somerset.gov.uk 0300 123 2224
Operations Director (acting as chair of governors)	Kim Welsh	Kim.Welsh@the-aurora-group.com 07392 872786
Aurora Safeguarding Lead	Kim Welsh	Kim.Welsh@the-aurora-group.com 07392 872786
Aurora Quality Assurance Director	Lesley Dalglish	Lesley.Dalglish@the-aurora-group.com 07884 748 859
Channel helpline		020 7340 7264
How to report child abuse to the Local Council		https://www.gov.uk/report-child-abuse-to-local-council
Somerset Childrens Social Care		0300 123 3078

In the event of an allegation against the Service Lead, you should contact the Operations Director. An allegation against an Operations Director should be reported to the Quality Assurance Director.

18. Local Procedures

Non-Student Activity

Any safeguarding concerns that relate to a student at Aurora Foxes who is under 18, the established reporting procedure of reporting through My Concern must be followed.

If during any activity where Aurora Foxes staff are responsible for anyone under 18 who is not a current student, the following procedure MUST be followed.

- 1) Complete the Non-Student Activity Safeguarding Reporting Form. This is located on Microsoft Teams in the "General Safeguarding" folder.
- 2) Email the completed Non-Student Activity Safeguarding Reporting Form to fox-dlsafeguarding@the-aurora-group.com.
- 3) Telephone the safeguarding on-call. The appropriate person can be found using the safeguarding on-call calendar which can be located on Microsoft Teams in the "Posters (Non Covid Related)" folder.
- 4) The on-call safeguarding will assign the case to the most appropriate member of the Safeguarding team who will set tasks for staff as appropriate. These will be communicated via email.
- 5) The DSL or DDSL will make any referrals necessary and share information with relevant parties as required.
- 6) All non-student activity safeguarding concerns will be stored electronically and securely with restricted access.

If a child is in immediate danger, you must telephone the emergency services. You must then call the on-call safeguarding team member who refer to the relevant authorities.

If it is evident that the child has suffered significant harm or likely to suffer significant harm, you must then call the on-call safeguarding team member who refer to the relevant authorities.

The safeguarding team will then refer to Children's Social Care through Somerset Direct.

Where the child's home county is not Somerset, the safeguarding team must also contact Childrens Social Care (or equivalent) for that county.

DSL Availability

Monday-Friday, 8am-4pm. Outside of these times, Aurora Foxes has an out of office hours on-call system which is manned by the DSL or DDSL's and is available 52 weeks per year. Details are included in the important contacts section of this policy.

Missing students/children

Please refer to separate policy - Aurora Foxes Missing Student Procedure (FOX6).