



# Child Protection and Safeguarding Local Procedures

## Aurora Woodlands

Please refer to Main Policy A1 Child Protection and Safeguarding

**Important contacts:**

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Site Lead	Sarah Gregory Sarah Thomas Sarah.thomas@the-aurora-group.com 07435 548159	Sarah.gregory@the-aurora-group.com  Work : 07498499763
Designated Safeguarding Lead (DSL)	Janette Hilton	Janette.hilton@the-aurora-group.com 07498499772
Deputy DSLS	Sarah Thomas Sarah.thomas@the-aurora-group.com	Sarah.thomas@the-aurora-group.com  07435 548159
Out of office hours contact:	Lancashire Children's safeguarding board Blackburn with Darwen safeguarding	Concerns about a child should be reported on 0300 123 6720 or out of hours 0300 123 6722 (5pm - 8am) If you are concerned that a child or young person is being harmed or neglected or is at risk of this you should make a referral to: Tel — Children's Social Care 01254 666400 (During Office Hours) Tel — Emergency Duty team on 01254 587547 (Out of Hours) If there is an immediate risk of harm to a child, then contact the police on 999. The free NSPCC advice and information service is open 24 hours a day. Tel 0808 800 5000
Local Authority Designated Officer (LADO)	Megan Dumpleton	Megan.dumpleton@blackburn.gov.uk 01254 585184

# Aurora

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Operations Director (acting as chair of governors)	Pam Eyre	Pam.eyre@the-aurora-group.com 07384 464773
Aurora Safeguarding Lead	Kim Welsh	<a href="mailto:Kim.Welsh@the-aurora-group.com">Kim.Welsh@the-aurora-group.com</a> 07392 872786
Aurora Quality Assurance Director	Lesley Dagleish	<a href="mailto:Lesley.Dagleish@the-aurora-group.com">Lesley.Dagleish@the-aurora-group.com</a> 07884 748 859
Channel helpline	channel@blackburn.gov.uk 020 7340 7264	020 7340 7264 01254 588 946
How to report child abuse to the Local Council		<a href="https://www.gov.uk/report-child-abuse-to-local-council">https://www.gov.uk/report-child-abuse-to-local-council</a>

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

### Continuum of Need and Thresholds Guidance

The Lancashire Continuum of Need (CON) provides help and guidance to practitioners at all levels, working in the statutory, public, voluntary and independent sectors, who work with children, young people and their families. It allows practitioners to identify levels of need and risk through the use of indicators related to outcomes. The CON also supports practitioners in determining how their service can best support and work alongside children, young people and their families by providing guidance as to what assessment and planning procedures to follow at each level to meet or prevent the escalation of need and support de-escalation from statutory services.

Being notified of FGM should result in a 999 call or if a concern was raised about a child being taken away for this procedure this would mean a child is at risk of FGM and this also warrant a call to multi agency safeguarding hub (MASH)

Concerns about a child should be reported on 0300 123 6720 or out of hours 0300 123 6722 (5pm - 8am)

**Anyone can raise a concern about the safety and welfare of a child** by calling 0300 123 6720 (or between 8.00pm - 8.00am on 0300 123 6722.)

However, where the needs of help and support meet Levels 3 and 4 of the Continuum of Need, **professionals** are able to submit a referral form directly to Children's Social Care via the Multi Agency Safeguarding Hub (MASH)

Before making a referral to MASH you need to consider if the child or young person's needs can be met by services from within your own agency, or by other professionals already involved with the family, including consideration to initiating a CAF. You should consider Lancashire's Continuum of Need, threshold guidance and risk sensible model to inform your decision and also whether a referral to Lancashire Children and Family Wellbeing Service (CFW) will support an existing CAF Plan, particularly where the concerns at level 2 are more complex. The CFW service offer below provides information about the services available.

The referral form must be completed as comprehensively as possible. If you are a professional, you should always inform the parent of your concerns and that you will be making a referral and wherever possible seek their consent beforehand, except where a child is considered to be at risk of harm and you believe that seeking parental consent may increase this risk. If you are unsure about thresholds or seeking consent please seek advice from your line manager.

When there are concerns about a child or young person at level 4 of the CON (child protection), you should make direct contact on 0300 123 6720 or the Police (999 in an emergency) and complete the referral form once the immediate concerns have been addressed. If the child you are concerned about already has an allocated Social Worker go directly to this person by contacting 0300 123 6720 – there is no need to use this form.

### Site Specific Concerns:

As we are a special needs service our children are more vulnerable to all forms of abuse.

Communication barriers and negative experiences of education/care in the past may also make it harder for our children/families to disclose concerns. As such we use a range of approaches such as team meetings and briefings, progress reviews and ongoing work to develop strong and supportive relationships to review possible risks and signs of abuse.

Pastoral Team lead and keyworkers daily briefs at the end of the day.

My Concern software to highlight areas of concerns raised in school and acted on within a 3 hour time period.

Morning SLT briefs to pick up on any areas to address, pre planning and discuss PBS, Sanctions and Positive praise. Draw attention to any noticeable change in behaviours, acting as a way of communication for the students.

Weekly form tutor calls home (Friday) to share positive news from the week.

Completion of contact logs with Parents, carers, and professionals on school pod to enable a collaborative workforce centred around the child.

# Aurora

## **Non-collection of children**

If a child is not collected at the end of the session/day, we will:

School ensure there are 2 points of contact on the system should there be a failure when dropping off home to the designated adult present. These telephone contacts and addresses would be contacted in this event. Should this prove unsuccessful, the child would be brought back to school and further enquiries made either with social care (if involved) referral or the Police.

## **Missing pupils/children**

Our procedures are designed to ensure that a missing child is found and returned to effective supervision as soon as possible. If a child goes missing, we will:

**Staff will always ensure eyes on the child. In the event of absconding and no whereabouts known. Police would be contacted on 101 to notify the school uniform worn and a young person being missing in the area.**