



Child Protection and Safeguarding Local Procedures

Aurora Severnside School

Please refer to Main Policy A1 Child Protection and Safeguarding Policy

Important contacts:

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Service Lead	Rachel Lynch Headteacher	Rachel.Lynch@the-aurora-group.com School: 01452 671717 Mobile: 07512312255
Designated Safeguarding Lead (DSL)	Christina Fortey	Christina.Fortey@the-aurora-group.com School: 01452 671717 Mobile: 07842426181
Deputy DSL's	Rachel Lynch	Rachel.Lynch@the-aurora-group.com School: 01452 671717 Mobile: 07512312255
	Sally Selby	Sally.Selby@the-aurora-group.com School: 01452 671717
	Gayle Branney	Gayle.Branney@the-aurora-group.com Mobile: 07523 907 502
Out of office hours contact:	Kim Welsh or Police in emergency	07392 872 786 999
Local Authority Designated Officer (LADO)	Nigel Hatten, Glos LADO	01452 426994 nigel.hatten@gloucestershire.gov.uk
Operations Director (acting as chair of governors)	Kim Welsh	Kim.Welsh@the-aurora-group.com 07392 872 786
Aurora Safeguarding Lead	Kim Welsh	Kim.Welsh@the-aurora-group.com 07392 872 786
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	Glos Local Authority – children's social care	https://www.gov.uk/report-child-abuse-to-local-council or call 01452 426565
NSPCC		0800 800 5000
Glos Police		101 or 0800 028 3550

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

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. At Aurora Severnside we have a unique setting within a Science and Technology Park and therefore we have consideration to safeguarding our students when within the wider campus where they may come into contact with the wider community. In addition we are situated close to the River Severn and as such undertake additional students training on the dangers of the river, and have a shortened timeframe (10 minutes) for calling external support if a child is missing from site.

To report known cases of FGM please contact Gloucester Police on 0808 800 5000 or via their non-emergency line 101.

Aurora Severnside School DSL is available in working hours 8.30am – 5.00pm Monday to Friday. Outside of these hours and if the concern can't wait until the next working day please contact the Aurora Group Safeguarding lead Kim Welsh on 07392 872786. Alternatively if the concern is urgent please contact the police on 999.

To ensure our student feel safe and supported, we implement a have a range of approaches, these include support from their personal tutor, access to our on site therapy team, and access to our Pastoral Lead.

Missing pupils/children

If we have a child missing from school, Pastoral Lead will be informed by their form tutor they are absent. Initially the administrator will make contact with the family to ascertain why the child has not arrived at school and their absence will be recorded accordingly on the register. If however there is no answer the pastoral lead will attempt to make contact, and will review any safeguarding history. The pastoral lead/DSL will depending on known behaviours make a referral to the children's social care team, as well as recording the absence as a concern on MyConcern. If the child has a regular pattern of being absent the Pastoral Lead/DSL will arrange a home visit at least 3 times a week recording face to face contact, updating the local authority and social care of any concerns. Continued absence or lack of visibility of the child, will require an emergency placement meeting to ensure all external agency as are of safeguards being put in place and to review any additional support or measures needed to ensure the child is safeguarded.

If a child who has absconded from school, please refer to our absconding policy for the protocol which is followed.

Schools must add: Non-collection of children

If a child is not collected at the end of the day, we will contact the parent/carer, whilst the child will be supervised at school by staff. In the event of not being able to get hold of the parent/carer and after waiting a suitable time in case of traffic delays or unusual circumstances, The Head or Deputy will contact children's social care for advice and maintain supervision of the child until alternative care arrangements can be made.