



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@theauroragroup.co.uk
Designated Safeguarding Lead (DSL)	David Bates	David.Bates@theauroragroup.co.uk
Deputy DSL'S	Susie Palmer	Susie.Palmer@theauroragroup.co.uk
	Kerry Laing	Kerry.Laing@theauroragroup.co.uk
	Deb Budge	Deb.Jervis@theauroragroup.co.uk
	Kerry Knapman	Kerry.Knapman@theauroragroup.co.uk
Out of office hours contact:	Aurora Foxes On-Call Safeguarding	07458 058826
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@theauroragroup.co.uk 07392 872786
Chief Operating Officer	Sharon Pearson	Sharon.Pearson@theauroragroup.co.uk 07384 464773
Aurora Safeguarding Lead	Catherine Lethbridge	Catherine.Lethbridge@theauroragroup.co.uk 07464 496822
Aurora Quality Assurance Director	Lesley Dalglish	Lesley.Dalglish@theauroragroup.co.uk 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 Safeguarding Children Partnership		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 Chief Operating Officer.

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 (e.g. Pre-placement assessments or Holiday Breaks), the following procedure MUST be followed.

- 1) Complete the Non-Student Activity Safeguarding Reporting Form. This is located on Microsoft Teams in the "General" channel in the "Safeguarding" folder.
- 2) Email the completed Non-Student Activity Safeguarding Reporting Form to fox-dl-safeguarding@the-aurora-group.com.
- 3) Telephone safeguarding on-call on 07458058826.
- 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 will 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 will refer to the relevant authorities/agencies.

Where the child's home county is not Somerset, the safeguarding team will also contact Children's 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 year-round. Details are included in the important contacts section of this procedure.

Missing students/children

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

Welfare Checks

Somerset Council do not specify a frequency of when home welfare checks should be completed. Further information surrounding attendance and children missing education can be found [here](#).

When staff complete a home welfare check on a student, whilst some statements and questions are not applicable, the below prompt sheet can be useful.

Welfare checks
Prompt sheet

This guidance aims to support practitioners in any agency to take a holistic approach to completing a welfare check.

When assessing a child's welfare, it is important to share relevant information with other agencies and through forums such as Team Around the Child meetings or Strategy discussions. For Police officers, using body worn cameras can help to gather information and support the assessment of a child's welfare.

If you are unable to assess any aspect of a child's welfare, you must agree a plan about how this will take place.

Emotional and physical health,
food and essentials:

- Is the area to prepare food safe (including sterilising bottles)?
- Do the family have access to running water and adequate food? Does the child appear hungry?
- Are the parents responsive?
- Does the child appear healthy and well grown? Do they have any visible injuries?
- Is the child clean and wearing appropriate clothing? Do they have uncreated skin conditions or infestations?

Consider the voice of the child.

- What are your observations of non-verbal children?
- For verbal children, is there anything they feel worried about, and what do they want to happen?

Parents/Carers considerations:

- Is there concern about the impact of domestic abuse, disability, mental health, substance misuse or self-neglect on the child?
- Are parents sharing their names and dates of birth?
- Is the child visible to any agencies, such as GP or school/nursery?
- Consider whether there is a vulnerable adult in the home. E.g. someone with a learning need or a victim of domestic abuse.
- Is there evidence of a concealed pregnancy?

Factors to Consider

- ### Environmental, Safety, Supervision and Animals:
- Is the home warm and clean, with age appropriate safety measures including sleeping arrangements?
 - Any damp or mould?
 - Any hazardous items or materials e.g. Drugs, weapons, faeces, blood? Any dangerous animals or animals with poor living conditions?
 - Are adults appropriately supervising with necessary safety equipment e.g. Car seats, stair gates?
 - Are parents handling infants safely and responding to their needs?

Babies and young Children

Considerations for babies and young

Babies under 1 are more vulnerable, and responding to them in the same way as older children is not sufficient. It is important to act in a timely way to follow up concerns and assess welfare, as harm to babies' health and development can have a long lasting effect.

- Consider a joint visit with another agency if their expertise is needed to assess the baby's welfare.
- Babies must be seen fully to establish their welfare, and so they cannot be bundled up in blankets or thick clothing.

Remember - if you do not know the child's date of birth, you cannot effectively assess their development, and you must take further action to establish their age.

Additional documents

You should also refer to the following documents for additional guidance:

- SSCP Effective Support document
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- Family Strengths and Needs Toolkit