



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	Kim Welsh	Kim.Welsh@theauroragroup.co.uk 07392 872786
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.

Voice of the Child

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