

Child Protection and Safeguarding Local Procedures

Aurora Mansfield School

Please refer to Main Policy A1 Child Protection and Safeguarding Policy

Important contacts:

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Head teacher of the Aurora Mansfield School	Kirsten Gibson	Kirsten.Gibson@theauroragroup.co.uk 07983 833012
Designated Safeguarding Lead (DSL)	Tracey Keeling	tracey.keeling@theauroragroup.co.uk 07584 705825
Deputy DSLs	Shane Moore (Safeguarding Manager)	Shane.Moore@theauroragroup.co.uk 07394 561296
	Chris Heathcote	Chris.heathcote@theauroragroup.co.uk 07876 834662
	Clare Walker	Clare.Walker@theauroragroup.co.uk 07584 705835
	Alison Wellings	Alison.Wellings@theauroragroup.co.uk 07904 809365
Local Authority Designated Officer (LADO)	Aurora Mansfield School	0115 8041272 or email LADO@nottsc.gov.uk
Operations Director (acting as chair of governors)	Adrian O'Malley	adrian.omalley@theauroragroup.co.uk 07860 715578
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		https://www.gov.uk/report-child-abuse-to-local-council
Nottinghamshire MASH	Multi-agency Safeguarding Hub	0300 500 80 90 https://www.nottinghamshire.gov.uk/care/safeguarding/childrens-mash/report-a-new-concern-about-a-child
Leicestershire MASH		0116 305 0005

Derbyshire	Starting Point	https://www.leicestershire.gov.uk/leisure-and-community/community-safety/report-abuse-or-neglect-of-a-child 01629 533190 https://www.derbyshire.gov.uk/social-health/children-and-families/support-for-families/starting-point-referral-form/starting-point-contact-and-referral-service.aspx
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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 Operations Officer.

18. Local Procedures

Aurora Mansfield School is part of The Aurora Group and operates under their Child Protection Policy, however, The Aurora Mansfield School does not use MyConcern, and so for the purpose of policy reference where MyConcern is used, at Aurora Mansfield School this will relate to CPOMs.

Below is a list of external agencies that can be contacted if you are unable to contact the service's DSL or if you consider the young person to be at immediate risk of harm.

If a child may be at imminent risk of significant harm, please call 999.

Nottingham City Multi-Agency Support Hub – 0115 876 4800

Nottinghamshire Multi-Agency Support Hub – 0300 500 8090

Derbyshire Social Care – 01629 533 190

Leicestershire First Response Team – 0116 305 0005

Leicester City Advice and Duty Team – 0116 454 104

For out of hours support, contact the Emergency Duty Team (EDT)

Nottingham City – 0115 876 1000

Nottinghamshire – 0300 456 4546

Derbyshire – 01629 532 600

Leicestershire – 0116 305 0005

Leicester City – 0116 254 5217

DSL Consultation Line

Nottingham City – 07711 89544

Nottinghamshire – 0115 977 4247

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 learner is suspected of leaving a Aurora Mansfield School Learning Hub or community venue without permission:

The member of staff will alert the relevant Personal Tutor or School Lead. If these staff are not available, then the central office will be contacted, so they are able to inform the relevant Designated Safeguarding Lead (DSL). If the child appears to be missing but there is no evidence that he/she has left the site, a quick, but thorough search of the site should be conducted. If at a community venue, inform the relevant manager to ensure all areas have been checked. If there is no doubt that the child has absconded, the Pastoral Lead, or DSL will contact the child's parent/carer/home to inform them. If they have the child's mobile phone, they will attempt to contact them to find out where they are. If this is not successful, a decision will be made about phoning the police. It is the responsibility of the last person who saw the child to phone the police. The DSL or School Lead will give the staff member advice and support with this if required. Other professionals involved in the care of the child should be

informed of the incident if applicable. Staff to follow the child (if safe to do so, or they are in sight) at a safe distance and keep the School Lead or DSL informed. Where possible, the member of staff following should remain in contact with the School Lead or DSL, via a mobile phone. If appropriate, further staff can be allocated to go and collect the learner and return them to a safe and agreed location. Staff should not run after the child as this can cause their anxiety levels to rise and may result in a more dangerous situation. If relevant and with agreement from the School Lead or DSL, staff to support further searches of known places the learner would visit. It is important that following an incident the issues that arise are addressed and the School Lead and/or DSL should: Review the incident with the child, parent/carers and other professionals (where relevant).- Record and identify hazards and controls required to keep the learner safe in their individual risk assessment. Log on CPOMS.