

Safeguarding Local Procedures

Aurora Hanley and Summerfields

Please refer to Main Policy Adult Safeguarding Policy A2

Important contacts:

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Principal	Tracy Whitehurst	07796615009 Tracy.Whitehurst@theauroragroup.co.uk
Designated Safeguarding Lead (DSL)	Tracy Whitehurst	HANLEY: 01782 973737 SUMMERFIELDS: 01625 786290 Tracy.Whitehurst@theauroragroup.co.uk
Deputy DSLS	Hanley & Summerfields: Hayley Jackson Hanley: Julie Martin Rebecca Fox Summerfields: Kirsty Jockel Safa Seed	HANLEY: 01782 973737 SUMMERFIELDS: 01625 786290
Out of office hours contact:	Leave message for a member of the Safeguarding team	HANLEY: 01782 973737 SUMMERFIELDS: 01625 786290
Local Authority Safeguarding Board	Stoke-on-Trent LADO	HANLEY: LADO.sp.stoke.gov.uk 01782 235100

		SUMMERFIELDS: LADO@cheshireeast.gov.uk 01270 685904
Operations Director (acting as chair of governors)	Pam Eyre	Pam.Eyre@theauroragroup.co.uk 07503663331
Aurora Safeguarding Lead	Kim Welsh	Kim.Welsh@theauroragroup.co.uk 07392 872 786
Aurora Quality Assurance Director	Lesley Dalglish	Lesley.Dalglish@theauroragroup.co.uk 07884 748 859
Channel helpline		020 7340 7264
Local Authority Safeguarding Contact/s	HANLEY: Talitha Thompson (Tilly) Summerfields: General number	LADO.sp.stoke.gov.uk 01782 235100 LADO@cheshireeast.gov.uk 01270 685904

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

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 adult to be at immediate risk of harm.

If an adult may be at imminent risk of significant harm, please call 999.

- National Suicide Prevention Helpline UK : 6pm – Midnight 0800 689 5652
- Samaritans – available 24/7 116123
- Connection – available 24/7 0800 6520190

Adult Services Hanley & Summerfields School STOKE-ON-TRENT

Police Emergency	999
Police Non-Emergency	101
Adult Safeguarding Team 8.30am to 5pm, Monday to Friday	Stoke-on-Trent 0800 561 0015
Adult Social Care Help Desk : Better Care	Online portal: Bettercare support for adults Begin your self-assessment Stoke-on-Trent
Adult Emergency Duty Team	Stoke-on-Trent 0800 561 0015

Adult Services Hanley School STAFFORDSHIRE

Police Emergency	999
Police Non-Emergency	101
Adult Safeguarding Team 9am to 5pm, Monday to Friday	Staffs 0345 604 2719 VAStaffordshire@staffordshire.gov.uk
Staffordshire Cares: Adults social care service	Staffs 0300 111 8010 staffordshirecares@staffordshire.gov.uk
Adult Emergency Duty Team	Staffs 0345 604 2886

Adult Services Hanley & Summerfields School CHESHIRE EAST

Police Emergency	999
Police Non-Emergency	101
Adult Safeguarding Team 8.30am to 5pm, Monday to Friday	0300 123 5010
Adult Social Care Help Desk	0300 123 5010
Adult Emergency Duty Team	0300 123 5022

Adult Services Adult Services Hanley & Summerfields School: Other areas

Chester and Cheshire West Cheshire West and Chester Council Adult Social Care Online	0300 123 7034 Out of hours: 01244 977277
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Trafford	0161 912 5199 Out of hours: 0161 912 2020 adultsocialcare@trafford.gov.uk
Manchester Report a Social Care for Adults Online Referral Manchester City Council	0161 234 5001 (24/7 helpline) mcsreply@manchester.gov.uk
Stockport	0161 217 6029 Out of hours: 0161 718 2118 adultsocialcare@stockport.gov.uk

Other Services

CQC	03000 616161
Ofsted	0300 123 4666
Disclosure and Barring service	https://www.gov.uk/government/organisations/disclosure-and-barring-service
Whistleblowing helpline	020 7423 8787 reporting@thwhistle.com
Employee Assistance Help line	0800 030 5182

Missing Adult

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

- 1.Raise the alert inform reception immediately. Reception notifies the Head of School or SLT.
2. Prepare to respond collect the school mobile phone. Ensure Reception or SLT know you have left the building.
- 3.Search coordinated by SLT Head of School/SLT coordinates the response. Additional staff deployed if required.
- 4.Maintain visual contact Keep the young person in sight where possible. If sight is lost, check the immediate area.
- 5.If located nearby, inform school of your location. Engage calmly and encourage a return to school.
- 6.If Refusing to return, continue attempts to de-escalate and resolve. After approximately 10 minutes, contact school for support and update SLT.
7. Inform Parents/Carers Parents/carers are notified and asked to come to school if required.
- 8.If Sight is Lost Return to school immediately. Report the young person as missing. Head of School/SLT contacts Police and provides information using the grab sheet.
 - Families should be requested to telephone school if the young person contacts them, and relatives should be kept informed at each stage of the search.
 - Once the young person has been found, it is essential that all the parties who were advised of the emergency are contacted again and informed that the search has been concluded.