

Safeguarding Local Procedures

Aurora Hedgeway

Please refer to Main Policy Adult Safeguarding Policy A2

Important contacts:

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Service Lead	Klaire Rowland	Klaire Rowland Klaire.rowland@theauroragroup.co.uk 07776658573
Designated Safeguarding Lead (DSL)	Beckie Marston	Beckie.Marston@theauroragroup.co.uk 07766049682
Deputy DSLS	Klaire Rowland Clare Cornell Vanesa Verna-Estrada Laura Almond	Klaire.rowland@the-aurora-group.com 07776658573 Clare.cornell@the-aurora-group.com Vanesa.VernaEstrada@theauroragroup.co.uk Laura.Almond@theauroragroup.co.uk Tel :01454 632532
Out of office hours contact:		01454 615 165.
Local Authority Safeguarding Board	Local office	01454868508
Bristol Adult Safeguarding Team 8.30am to 5pm Monday to Friday.		0117 9222000
Operations Director (acting as chair of governors)	Kim Welsh	Kim.Welsh@ theauroragroup.co.uk 07392 872786
Aurora Safeguarding Lead	Kim Welsh	Kim.Welsh@theauroragroup.co.uk 07392 872 786

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Aurora Quality Assurance Director	Lesley Dalglish	Lesley.Dalglish@theauroragroup.co.uk 07884 748 859
Channel helpline		020 7340 7264
Local Authority Safeguarding Contact/s		0117 9222000

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

The Adults Partnership is the statutory body responsible for safeguarding adults. The main arrangements are that there are three organisations that have an equal and shared duty to make arrangements to work together with relevant agencies to safeguard and promote the welfare of all adults in South Gloucestershire.

The Executive meets quarterly and is comprised of the three statutory partners: the Local Authority, the Police, and the Integrated Care Board. The Head of Safeguarding for South Gloucestershire Council also attends as Chair of the Senior Officers Group.

Local Authority: Director of Children, Adults and Health

CCG: Director of Nursing, BNSSG

Police: Area Commander for South Gloucestershire, Avon & Somerset Police

All staff should be aware of the guidance issued by South Gloucestershire safeguarding board

Access & Response Team (ART)

South Gloucestershire Council

01454 866000

Compass

Compass@southglos.gov.uk (for professional use only)

LADO – Local Authority Designated Officer

Verity Felles

Department for People

South Gloucestershire Council

LADO@Southglos.gov.uk

Phone: 01454868508

Mobile: 07526 567748

Strategic Safeguarding Manager

Catherine Boyce

01454 866924

For any Sexting concerns complete an ART referral and submitted to Access & response.

Useful links

http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2016/09/Sexting-in-SchoolsGOV.UK_.pdf

<http://sites.southglos.gov.uk/safeguarding/children/i-am-a-childyoung-person/staying-safe-online/>

Prevent in South Gloucestershire

Prevent is a national programme which forms one strand of the government's counter terrorism programme. It addresses all forms of dangerous extremism including both Islamist extremism and

also far right extremism. While actions inspired by Islamic State are high profile nationally and internationally the white supremacist ideology of extreme right-wing groups has also provided both the inspiration and justification for people who have committed terrorist acts.

The objectives of Prevent are:

To respond to the ideological challenge of terrorism and the threat we face from those who promote it

To prevent people from being drawn into terrorism and to ensure that they are given appropriate advice and support

To work with sectors and institutions where there are risks of radicalisation that we need to address

There are specific statutory obligations under Prevent for local authorities, schools, higher and further education, health services, prisons, probation, and the police. Published national guidance identifies best practice for each of the main sectors and describes ways in which they can comply with the duty, as well as providing advice and information on how compliance with the duty will be monitored.

More Information

A Prevent Board has been established to co-ordinate this work in South Gloucestershire.

If you would like any further details of Prevent in South Gloucestershire, please email PreventProject@southglos.gov.uk

Useful South Gloucestershire links.

<http://sites.southglos.gov.uk/safeguarding/children/i-am-a-professional/prevent-2/>

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

In relation to Appendix 4:

As we are a special needs service, our adults 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 adults, families, carers, or support networks 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.

Non-collection of Adults

If the student is transported by Local Authority transport (taxi/bus), we will:

- Contact the Local Authority Transport Coordinator to inquire what the delay is and the expected time for arrival.
- Contact the parent/carers, emergency contact, supported living provider, or next of kin to inform them if there is a delay or that the transport is not arriving.
- If the Local Authority transport is cancelled, the parent/carers, emergency contact, supported living provider, or next of kin will be contacted to collect the adult.
- School staff will wait with the student until the parent/carers, emergency contact, supported living provider, or next of kin arrives at school.
- If they are unable to collect the adult, we will organise transport using a school vehicle with a school driver.

If an Adult is Transported by Parent, Carer, or Other Agreed Person

We will contact the parent/carers or agreed contact immediately to find out the cause of the delay. If we are unable to contact the primary contact, the emergency contact will be called.

School staff will wait with the adult until the parent/carers, emergency contact, supported living provider, next of kin, or agreed contact arrives.

If the adult has Social Care involvement, they will be informed if we are unable to contact either the primary contact or the emergency contact.

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:

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Teaching staff are accountable for taking a register of attendance at the beginning of their teaching session.

If an adult goes missing during a session or an activity, we will:

- Immediately inform a colleague that an adult is not in the expected activity. This colleague will ensure that the Headteacher/DSL is made aware.
- Staff collect a school phone from reception to maintain contact with the school and update the Headteacher.
- Available staff will search the grounds and surrounding areas for the adult.
- If staff have had no sight of the adult for 10 minutes, Emergency Services (999) will be called to support in the search for the adult.

If this is unsuccessful:

- The member of staff will contact the school to request a driver and school vehicle come to them to expand the search.
- If a search of the immediate vicinity is unsuccessful, the school will contact the adult's emergency contact, next of kin, supported living provider, or relevant professional, as appropriate, to inform them of the situation.
- The school will maintain contact with the emergency contact and relevant professionals to keep them updated.

Once the adult has been located and is safe, the school will:

- Record the incident on MyConcern/Engage.