

Adult Safeguarding Local ProceduresLocal Procedures

Aurora Linemere

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)	Clara White	Clara.White@theauroragroup.co.uk
Deputy DSLS	Klaire Rowland	Klaire.rowland@the-aurora-group.com 07776658573
	Creslyn Singh	Creslyn.Singh@theauroragroup.co.uk
	James Orchard	James.Orchard@theauroragroup.co.uk
Out of office hours contact:		01454615165
Local Authority Safeguarding Board	Local office	01275888801 Safeguarding Adults / MARM / PIPOT referral - Page 1 Online Referral Form
North Somerset Care Connect careconnect@n-orthsomerset.gov.uk 8.00am-18.00pm		01275888801

ROLE/ORGANISATION	NAME	CONTACT DETAILS
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
Aurora Quality Assurance Director	Lesley Dalglish	Lesley.Dalglish@theauroragroup.co.uk 07884 748 859
Channel helpline		020 7340 7264
Local Authority Safeguarding Contact/s		01275888801 Care Connect (North Somerset Adult Social Care Single Point of Access): Call 01275 888 801 (or 01275 888 808). Available Monday to Friday, 8:00 AM to 6:00 PM. Email: care.connect@n-somerset.gov.uk

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

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)

North Somerset Access and Response Team (ART)

Tel: 01275 888 808

Compass:

prevent@avonandsomerset.police.uk

LADO – Local Authority Designated Officer

Verity Felles

Department for People

North Somerset Council

LADO@n-somerset.gov.uk

Phone: 07795 092692

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

Useful links

North Somerset Council Access & Response Team (ART)

<https://www.n-somerset.gov.uk>

NSPCC Guidance: Safeguarding, Sexting and Sharing Nudes

<https://learning.nspcc.org.uk/online-safety/sexting-sharing-nudes-semi-nudes>

[\[learning.nspcc.org.uk\]](https://learning.nspcc.org.uk)

UK Council for Internet Safety (UKCIS) Guidance: Sharing Nudes and Semi-Nudes

<https://www.gov.uk/government/publications/sharing-nudes-and-semi-nudes-advice-for-education-settings-working-with-children-and-young-people> [\[gov.uk\]](https://www.gov.uk)

Responding to an Incident: Quick Reference Guide

<https://www.gov.uk/government/publications/sharing-nudes-and-semi-nudes-advice-for-education-settings-working-with-children-and-young-people/sharing-nudes-and-semi-nudes-how-to-respond-to-an-incident-overview> [\[gov.uk\]](https://www.gov.uk)

Childline Report Remove Service

<https://www.childline.org.uk/info-advice/bullying-abuse-safety/online-mobile-safety/report-remove/> [\[nspcc.org.uk\]](https://www.nspcc.org.uk)

CEOP Safety Centre

<https://www.ceop.police.uk/Safety-Centre/> [\[prod.think...know.co.uk\]](https://prod.thinkknow.co.uk)

North Somerset ART Contact Details (add if appropriate to your document):

Telephone: **01275 888 808**

Out of Hours Emergency Duty Team: **01454 615165**

Prevent in North Somerset

Prevent is a national programme that forms one strand of the Government's counter-terrorism strategy, CONTEST. It aims to safeguard individuals from becoming involved in terrorism or supporting extremist ideologies. Prevent addresses all forms of extremism, including Islamist extremism and extreme right-wing extremism. The programme focuses on identifying and supporting individuals who may be vulnerable to radicalisation before they are drawn into terrorist activity.

The Objectives of Prevent

To respond to the ideological challenge of terrorism and the threat posed by those who promote it.

To prevent people from being drawn into terrorism and ensure they receive appropriate advice and support.

To work with sectors and institutions where there are risks of radicalisation that need to be addressed.

There are specific statutory duties under the Prevent Duty for local authorities, schools, colleges, universities, health services, prisons, probation services, and the police. National guidance identifies best practice and sets out how organisations can meet their responsibilities under the Prevent Duty.

Prevent in North Somerset

North Somerset Council works with safeguarding partners, education providers, health services, police, and community organisations to identify and support individuals who may be vulnerable to radicalisation or extremist influences.

Concerns relating to radicalisation should be treated as a safeguarding issue. Staff should follow their organisation's safeguarding procedures and seek advice from their Designated Safeguarding Lead (DSL) where appropriate.

Making a Referral

If you have concerns that a child or young person may be vulnerable to radicalisation or extremist influences:

Discuss the concern with your Designated Safeguarding Lead (DSL).

Complete an ART (Access and Response Team) referral where appropriate.

Submit the referral to North Somerset Access and Response Team (ART) in line with local safeguarding procedures.

If there is an immediate risk of harm or danger, contact 999.

More Information

For further information on Prevent and safeguarding from radicalisation in North Somerset, please visit:

Useful Links

North Somerset Safeguarding Children Partnership

<https://nspcb.n-somerset.gov.uk>

Prevent Duty Guidance

<https://www.gov.uk/government/publications/prevent-duty-guidance>

Educate Against Hate

<https://www.educateagainsthate.com>

ACT Early

<https://actearly.uk>

Report Online Material Promoting Terrorism or Extremism

<https://www.gov.uk/report-terrorism>

North Somerset Access and Response Team (ART)

Tel: 01275 888 808

Out of Hours Emergency Duty Team: 01454 615165

Email enquiries regarding safeguarding concerns:

childrens.services@n-somerset.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

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/carer, 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/carer, 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/carer, 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/carer 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/carer, 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 Head of School/DSL is made aware.
- Staff collect a school phone from reception to maintain contact with the school and update the Head of School.
- 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.