



Appendix 1: Process map for the managing allegations procedure

Child protection procedures should be followed without delay, in all cases where it is alleged that a child has suffered or is likely to suffer significant harm and requires an immediate referral to Children Services and/or the Police. The managing allegations procedure does not replace child protection procedures and should be considered alongside.

Allegations made to an employer should be If an allegation is made to the Police. If an allegation is made to Children If an allegation is made to you, about a reported to the organisations named senior officer the officer who receives it must report Services, the person who receives it different organisation's employee. A immediately unless that person is the subject of the it to their designated liaison officer should refer to the LADO the LADO referral to the LADO is required allegation in which case it should be reported to the without delay and the designated immediately (within 24 hours). immediately (within 24 hours). liaison officer should refer to the LADO immediately (within 24 hours). The employer/named senior officer or deputy should refer to the LADO immediately (within 24 hours). LADO referral received by LADO, and/or the named senior officer or referrer have held initial LADO consultation via phone/email. LADO will respond within 1 working day. LADO may require further information from the referrer to consider the context, content, or circumstances of the concerns, to establish whether the allegation meets the scope of the procedure. This may result in a LADO consultation remaining open until further facts are established. LADO will consider; If the allegation has, or if it needs to be reported to the Police for consideration of a criminal investigation, and or for immediate safety consideration Enquiries by Children Services if a child needs services or protection (considering all children, the victim, and any children the accused comes into contact with both personally and professionally. Consideration of employer or disciplinary action in respect of the accused including suspension If a notification to Ofsted is required per the organisation's regulations What information can be given to the accused, and the child and their parent/carers as soon as If the LADO referral and or Initial LADO consultation, is an allegation, a concern regarding care or practice or a complaint When the LADO is satisfied that the scope of the Managing allegation procedure is met, the below actions are considered, dependent upon the seriousness of the allegation and its impact Where there is reasonable cause to suspect that a Where the threshold for significant harm is not reached Where it is clear that a Police Investigation and or Children child is suffering or is likely to suffer significant harm, a but a police investigation might be needed, the LADO will Service enquires are not necessary the LADO will consider strategy discussion should be convened by Children hold an Initial Allegation Management Meeting (AMM). with the Employer the options available to the employer. Services. The LADO should be invited to the strategy The meeting will include representation from the Disciplinary investigations can result with outcomes discussion, including the employer unless there is agencies investigating the allegation including Police, ranging from NFA - dismissal. Investigation can be good reason not to do so. The LADO will consider the Children Services, the employer, and their HR partner. completed by the employer or an independent scope of the Procedure and plan the initial Allegation investigator. The LADO will convene an Initial Allegation Management Meeting from information presented at Management Meeting (AMM) the Strategy discussion. LADO will coordinate, oversee, and manage the Allegation via Review Allegation Management Meetings (AMM) until the conclusion of all investigations. The concluding Allegation Management Meeting (AMM) will be held to agree an outcome of the Allegation, based on the evidence and facts, of the Investigations into the Allegation by Police, Children Services and the Employer. Outcomes available at the concluding AMM: Substantiated Unsubstantiated Unfounded

The AMM will consider how this outcome is shared with the accused and victims and their families. Any decisions and recommendation will be completed live within the meeting and sent to attendees within 1 working day. AMM records will be sent to attendees within 20 working days of the meeting.