



Investigating allegations and The Designated Officer (LADO)

If an allegation has been made about you or concerns have been expressed about your behaviour in relation to a young person, YOUR EMPLOYER has a duty to report this to the LADO in the **area where you hold the position of trust**.

Your employer should inform you if you have been referred into the LADO service and that you may be subject to a Position of Trust meeting – the only reasons they may not do this is if it may increase the risk to a child or impede on a Police investigation. In addition, your employer will seek your views regarding the allegation against you.

If a meeting is necessary, it will be held as soon as possible after the details of the allegation have been confirmed. The meeting will discuss:

- Details of the allegation

- You and your role with children/young people

- Whether there have been any previous allegations made against you

- The child/young person making the allegation

The meeting is chaired by the LADO who oversees the allegation process.

The LADO does not investigate allegations. You will not be involved in the meeting nor the children or their family. This is a professionals meeting.

Meetings are usually attended by:

- A representative of your employer or agency and in some case of member of human resources

- A representative from the Police

- Representatives from Health, Legal, and Children's Social Care, depending on the situation or the type of organisation you work for.

Meeting attendees will decide:

What is required to safeguard the child/ren involved and any other children with whom you may have contact including any children of your own.

Whether a Police and/or Social Care investigation is required or whether disciplinary procedures (including a referral to professional bodies and/or DBS) should be made

What information can be shared with you and by whom

What support should be provided to you and others who may be affected and by whom?

Sometimes additional Position of Trust meetings may be necessary to monitor the progress of the investigation and finally make a determination about the allegation made.

Will you be suspended?

Suspension is a neut.

Outcomes

As stated earlier there may be one meeting or more depending on the intricacy of the issues. At the final meeting, members of the POT will decide whether the allegation is:

Substantiated: where there is sufficient identifiable evidence to prove the allegation

Malicious: there is clear evidence to prove there has been a deliberate act to deceive and the allegation is entirely false

Unfounded: this indicates the person making the allegation has misinterpreted the incident or was mistaken about what they saw. Alternatively, they may not have been aware of all the circumstances. For an allegation to be classified as unfounded, it is necessary to have evidence to disprove the allegation.

Unsubstantiated: this is not that the same as a false allegation. It means that there is insufficient identifiable evidence to prove or disprove the allegation. The term therefore does not imply guilt or innocence.

Further recommendations may be made in respect of disciplinary actions or support actions such as training and supervision in the workplace. Your employer should inform you of the outcome.

Substantiated allegations

If the allegation is substantiated your employer has a legal duty to refer the

What is written about you?

Your employer has personnel records which details how the allegation was investigated, any decision reached, and actions taken.

You should clarify arrangements for retention of this information with your employer who should also inform you of what will be disclosed in future references.

DBS checks may reveal the outcome of POT meeting if the Police have attended.

The Local Authority also makes an electronic record of each referral into LADO, this is held on a secure database with restricted access.



Further information

The role of the Designated Officer (LADO) is set out in Working Together to Safeguard Children.

Allegations against teachers, members of staff or volunteers in schools or colleges that provide education for children under 18 years are dealt with as outlined in Keeping Children Safe in Education.

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