



ALLEGATIONS MANAGEMENT

2018

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Statement:

It is the duty of the Local authority to provide advice on how to deal with allegations made against people who work with children and young people and to ensure that cases are not dealt with in isolation. The following policy and procedure document outlines the process and timescales for allegations management within and between GLAS Ltd and the relevant agencies and authorities. GLAS Ltd recognises its duty to ensure that there exists a set of policies and procedures which complies with the current guidance on allegation management and reflected in practice, as well as to ensure that someone either inside or outside of the organisation is appointed as the designated allegations manager.

The Designated Allegations Manager for GLAS Ltd is The LADO no matter what area the allegation takes place in.

Description:

Allegations in this context is used to describe when an allegation of abuse or neglect is made against a member of staff, volunteer, contractor or visitor in relation to a child or young person. A description of what constitutes abuse or neglect in this context is below. As an Alternative Learning provider and an employer GLAS Ltd has a responsibility to ensure that allegations made against people who work with children are dealt with correctly, objectively, fairly and within specific timeframes. Matters of allegations such as this must not be dealt with in isolation and the correct multi-agency approach must be employed. Allegations can be true or false and prior to any investigation both the accuser and the accused must be treated fairly and appropriate measures should match the level of seriousness reflected by the allegation. The threshold document and the reporting procedures play a pivotal role in the process.

Allegations management Procedure:

- 1) If an allegation is made against a member of staff this will be reported to the designated Safeguarding Lead or in their absence the deputy designated safeguarding lead (unless the allegation is against the designated or deputy designated safeguarding lead, then the allegation should be reported directly to the relevant LADO). The designated safeguarding lead should then follow the procedures below.
- 2) For allegations in Luton

- i) If the allegation is about a non-senior member of staff, it must be reported to the Designated Safeguarding Lead who should report this immediately to the Luton LADO.
 - ii) If there is an allegation about a senior member of staff, it must be reported to the Designated Safeguarding Lead who must in turn report it immediately to the Luton LADO and then promptly to ALPs who will manage the process as an acting governing body.
 - iii) LADO contact: 01582 548 069
- 3) For allegations in Hertfordshire
- i) If the allegation is about a non-senior member of staff, it must be reported to the Designated Safeguarding Lead who should report this immediately to the Hertfordshire LADO.
 - ii) If there is an allegation about a senior member of staff, it must be reported to the Designated Safeguarding Lead who must in turn report it immediately to the LADO of the particular area and then promptly to the specific DPSL who will manage the process as an acting governing body
 - iii) LADO contact: 07580 744 515
- 4) The allegation should be reported to the LADO prior to informing the individual of the allegation
- 5) The allegation should not be investigated by any member of staff including the designated safeguarding lead or the governing body or acting governing body, this is the job of the LADO

The allegations procedure must be followed if it is reported/suspected that a member of staff, volunteer, subcontractor has: -

- Behaved in a way that has harmed a child, or may have harmed a child;
- Possibly committed a criminal offence against or related to a child; or
- Behaved towards a child or children in a way that indicates he or she would pose a risk of harm to children.

Individuals who are removed from the company due to a substantiated allegation

If an organisation removes an individual (paid worker or unpaid volunteer) from work in regulated activity with children (or would have, had the person not left first) because the person poses a risk of harm to children, the organisation must make a referral to the Disclosure and Barring Service to consider whether to add the individual to the barred list.

Paragraph 85 of keeping children safe in education states - This is a legal duty and failure to refer when the criteria are met is a criminal offence. (section 38 of the safeguarding vulnerable groups act 2006) – More detail is provided at paragraph 143 of Keeping Children safe in education

Procedures are in place to make a referral to the Disclosure and Barring Service if a person has been removed, or would have been if they hadn't resigned, due to safeguarding concerns (section 35 of the safeguarding vulnerable groups act 2006) see 'GLAS LTD Reporting procedures' under 'reporting to DBS

Mandatory Reading: - (Role specific)

Accompanying documents/GLAS Ltd Guidance Archive: -

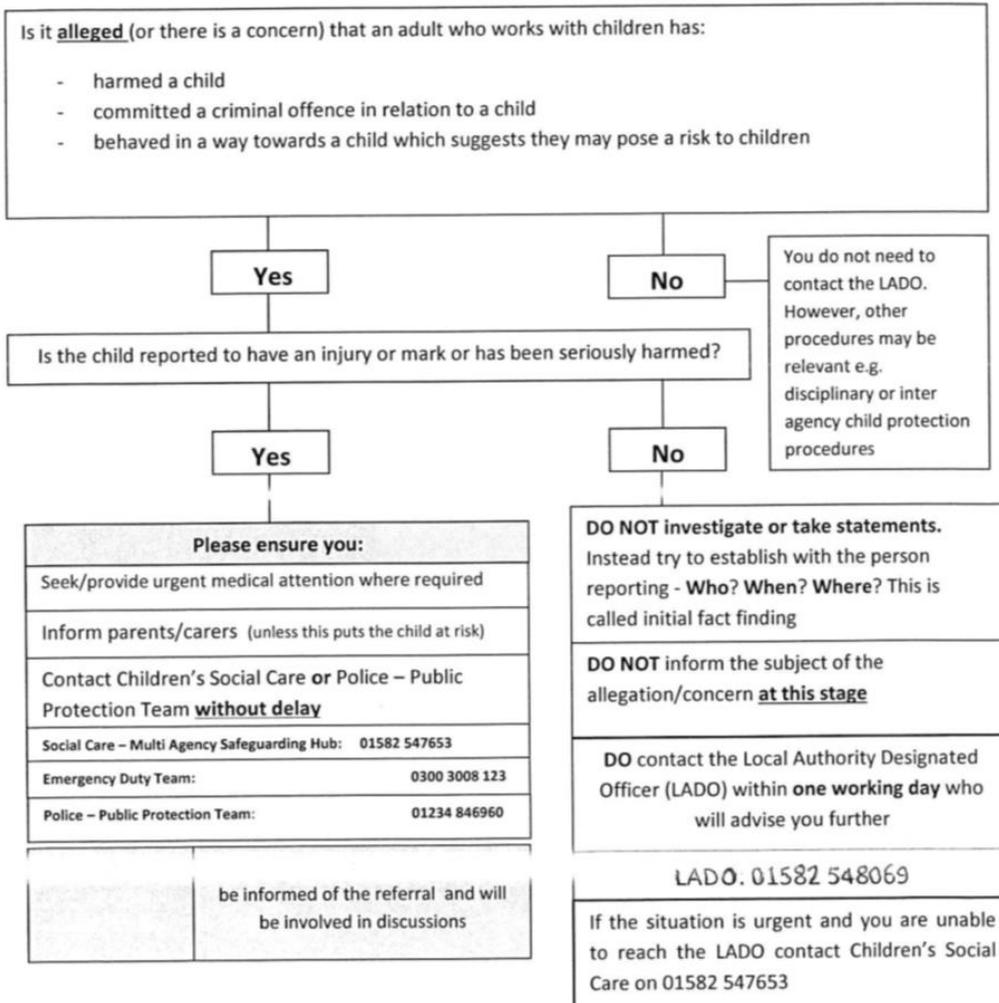
- Section 4 - Keeping children safe in education
- Managing allegations
- Information_sharing_advice_safeguarding_practitioner 2015
- Chapter 2 - Working Together to Safeguard Children
- Appendix B Working Together to Safeguard Children

The following flow chart outlines the procedure for managing allegations in Luton

Luton

Managing Allegations and Concerns about Adults who work with Children

A brief guide to the procedures



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