

# Key Points

■ Regardless of the nature of the allegation it must be reported to the LADO. This must include situations where the worker resigns. Compromise agreements are not acceptable in any circumstance and may put others at risk in the future.

■ Unless the allegation is clearly unfounded and false (e.g if the alleged person has never met the child or was not on duty) the allegation should never be referred as 'no further action'. If it is a false and malicious allegation it should still be reported to the LADO to decide if the Police need to take action against the person making the allegation or if a child has any need for assessment by Social Care.

■ Complaints procedures are separate to the allegations management process. Just because someone does not wish to make a complaint, it does not mean that the allegation should not be considered and investigated.

■ The North West Regional LADO retention policy states that records will be kept for the following period:

Malicious	10 years and review
Unfounded	10 years and review
False	10 years and review
Unsubstantiated	100 years
Substantiated	100years

**If you have a concern about a child, please tell somebody who can help**

## Children's Social Care

0300 303 0440

This service is also available out of hours

0300 303 8875

## Children's Safeguarding Unit

0300 303 0350



## LADO Contact:

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# Managing allegations about adults who work or volunteer with children



## Leaflet for employers



This information leaflet provides a brief guide to the allegations management process and the role of the LADO.

If you are faced with an allegation against an employee, volunteer or professional working or providing services to children, you must contact the LADO within one working day.

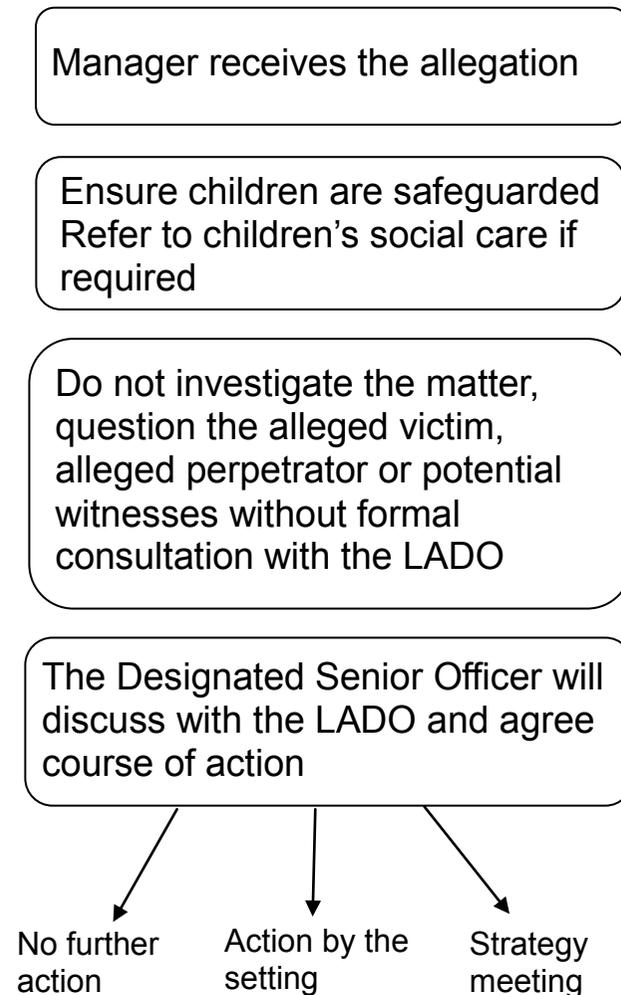
This leaflet is about managing allegations of abuse made against individuals who work with children and young people in any setting and occur in the workplace or relate to the individual's personal life.

It is important that all allegations of abuse of children and young people are treated seriously and in line with Rochdale Borough Council Child Protection Procedures via the RBSCB website : <http://greatermanchesterscb.proceduresonline.com/>

The statutory guidance for the management of allegations can be found in Working Together 2014. You can also find more information on the RBSCB Website at [www.rbscb.org](http://www.rbscb.org) <https://www.rbscb.org/professionals/allegations-management/>

## Managing allegations The first five minutes

### What to do if an allegation against a staff member is received



## What happens next?

If the allegation is discussed at a Strategy Meeting, it will decide:

- What is required to safeguard the child/ren involved. What support is needed
- Whether a police and/or social care investigation is required or whether disciplinary procedures should be followed.
- What information can be shared with the alleged perpetrator.
- Whether the outcome of the allegation is:

**Substantiated** - Evidence was able to prove that it did happen

**Unsubstantiated** - It cannot be proven that it did or didn't happen

**Unfounded**— There is no evidence to support allegation or to prove the allegation is untrue or the situation may have been misinterpreted by the complainant.

**Malicious/False** A deliberate act to deceive. It is necessary to have evidence which proves this intention