



Cheshire Academies Trust
Collaboration and Creativity

A decorative graphic on the left side of the page consists of a cluster of interlocking gears in various colors (blue, green, orange, pink, grey) arranged in a roughly triangular shape pointing upwards.

MANAGING ALLEGATIONS AGAINST ADULTS POLICY

Next review date: SPRING 2021

All staff within Cheshire Academies Trust are aware that they have a duty to report any concerns they have about the conduct of another member of staff, volunteer, Governor or Trustee to the Principal. A copy of the Whistleblowing Policy is displayed in school. If the concerns are about the Principal the matter is reported to the CEO and in the case of the CEO matters should be reported to the Trust Board via the CAT Clerk.

When an allegation has been made against a member of staff the Principal/CEO will consider whether the allegation suggests that the individual has:

- behaved in a way that has harmed, or may have harmed a child
- possibly committed a criminal offence against or related to a child
- behaved in a way that indicates that s/he is unsuitable to work with children

then the process outlined below should be followed.

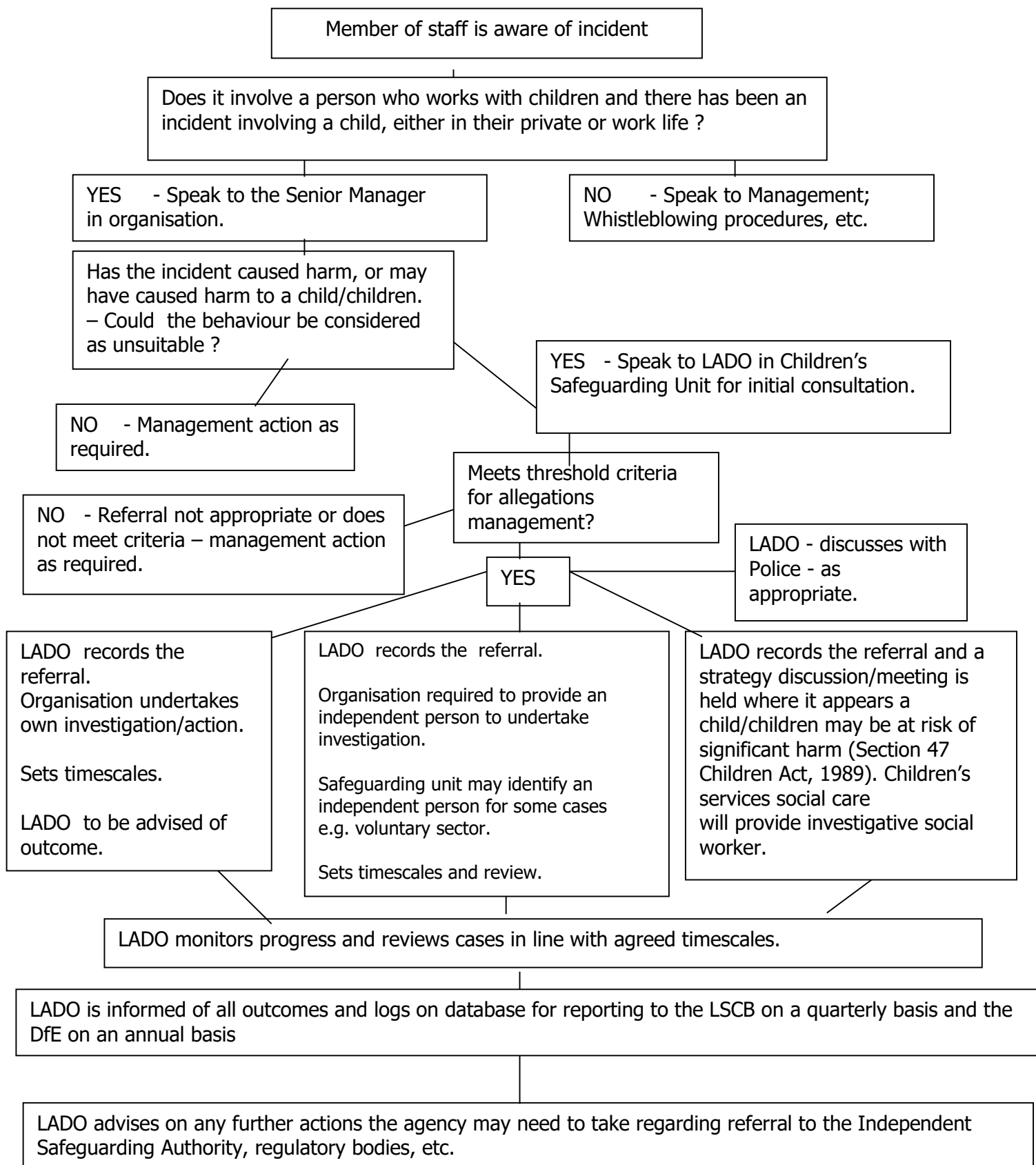
Whilst we acknowledge such allegations, as all others, may be false, malicious or misplaced, we also acknowledge they may be with foundation. It is, therefore, essential that all allegations are investigated properly and in line with agreed procedures.

- The person who has received an allegation or witnessed an event will immediately inform the Principal/CEO and make a record
- The Principal/CEO will take steps, where necessary, to secure the immediate safety of children and any urgent medical needs
- The member of staff will not be approached at this stage unless it is necessary to address the immediate safety of children
- The Principal/CEO may need to clarify any information regarding the allegation, however no person will be interviewed at this stage
- The Principal/CEO must make contact within one working day with the Local Authority Designated Officer (LADO) if the concern/allegation meets the criteria set out in Cheshire West and Chester's Local Safeguarding Children Board Procedures <http://cheshirewestlscb.org.uk/wp-content/uploads/2015/06/Allegations-Procedures.pdf>
- If it is agreed that it is an appropriate referral to the LADO, then a referral form, <http://cheshirewestlscb.org.uk/policy-and-procedures/allegations-management-lado/> should be completed by the referrer and sent immediately to the Safeguarding Unit safeguardinglado@cheshirewestandchester.gcsx.gov.uk

Consideration will be given throughout to the support and information needs of pupils, parents and staff. The Principal /CEO will inform the Chair of Governors/Board of Trustees of any allegation.

**The Local Authority Designated Officer is Katherine Appleton and she is based at
The Children's Safeguarding Unit
4, Civic Way [Floor 4]
Ellesmere Port, Cheshire, Tel 0151 337 4570**

FLOW CHART FOR REPORTING ALLEGATIONS AGAINST ADULTS WORKING WITH CHILDREN



Taken from **Guidance for Senior Managers regarding the Referral Process to the Local Authority Designated Officer [LADO]**