



COOMBE
WOOD
SCHOOL

Allegations Against Staff Policy

Policy Area

Statutory

Author

Headteacher

Version

1.1

Last Updated

July 2018

Adopted by the Local Advisory Board

TBC

Next Review

July 2019

For Safeguarding Children and Supporting Staff Who Are the Subject of Allegations.

THE LAW TO BE FOLLOWED

The framework for managing cases of allegations of abuse against people who work with children is set out in 'Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children' (March 2015) which provides an overview of how allegations should be handled.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/592101/Working_Together_to_Safeguard_Children_20170213.pdf

If an allegation has been made or if a member of staff has acting inappropriately then the statutory Government document called Keeping Children Safe in Education (2016) (Part 4) will be followed.

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

The School will also draw upon internal policies such as;

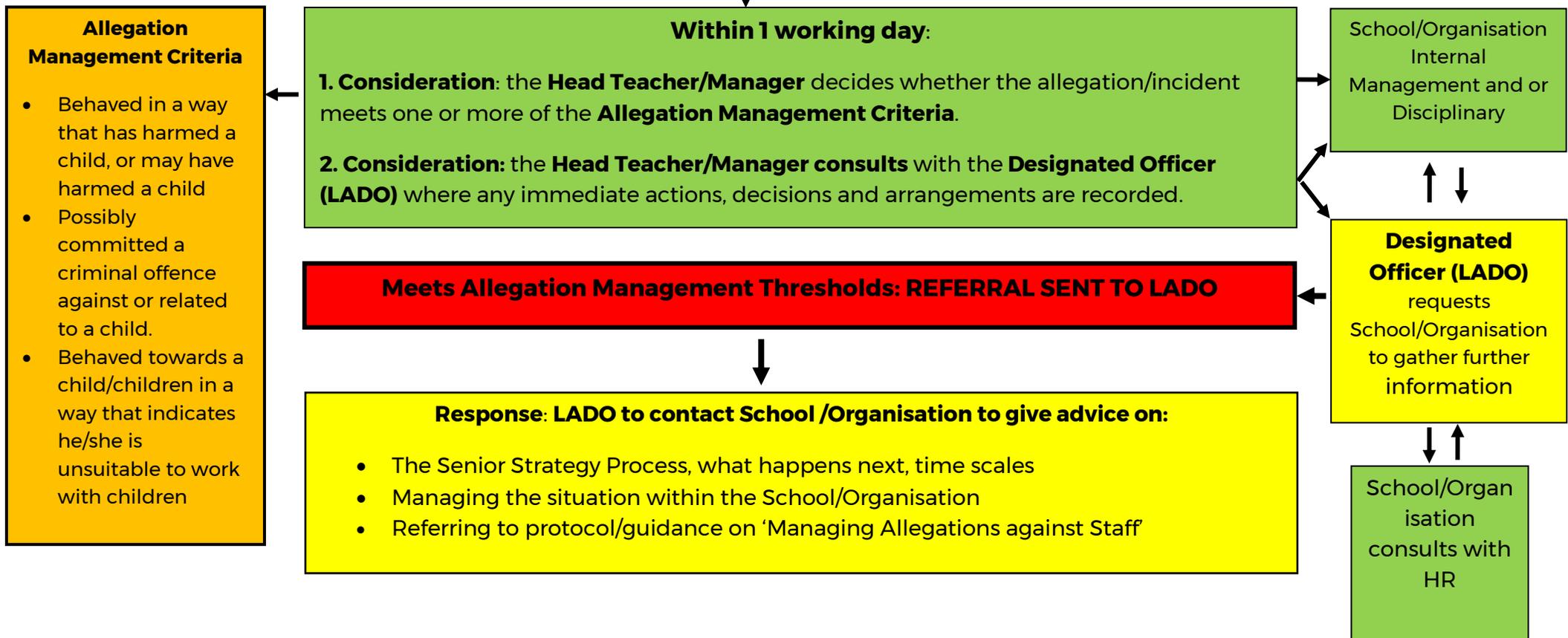
- Information sharing policy
- Disciplinary and Grievance Policy
- Freedom of information
- Whistleblowing Policy

The table below will also be followed;

Managing a Child Protection/Safeguarding allegation/incident involving a staff member and a child /young person

Initial response: all information regarding an allegation/incident about a member of staff/volunteer is brought to the attention of the Head Teacher/Manager **within 1 working day**.

If the allegation is made against the Head Teacher/Manager, schools refer to Chair of Governors and all others to appropriate senior manager and Local Authority Designated Officer (LADO) **within 1 working day**



Contacts:

**Designated
Officer (LADO)**

DECISIONS to be made at Initial Senior Strategy Meeting within advised timescales:

- a. Police Investigation**
- b. Joint investigation between Police and Social care**
- c. Single Agency (School/Organisation) internal investigation**
- d. Referral to another agency**
- e. No further action taken (see point 5.3 of Borough Protocol)**

Police completing a criminal investigation resulting in: individual charged, cautioned, convicted or no action taken

Joint Investigation between police and social care

Single Agency Investigation



Senior Strategy Review meeting(s) (first one within 1 month) discussion to decide:

- **Review of actions from initial Strategy Meeting**
- **Can the School/Organization disciplinary procedures progress at this stage?**
- **Have other formal processes have been completed, police or joint investigation?**
- **Decision/actions on next steps**
- **Lessons learned from the process**

At the end of the process a decision re: outcome

- **Substantiated:** there is sufficient evidence to prove the allegation;
- **Malicious:** there is sufficient evidence to disprove the allegation and there has been a deliberate act to deceive;
- **False:** there is sufficient evidence to disprove the allegation;
- **Unsubstantiated:** there is insufficient evidence to either to prove or disprove the allegation. The term, therefore, does not imply guilt or innocence.



OUTCOME: Substantiated

Designated Officer (LADO), School/Organisation and HR consult and then refer to relevant professional bodies if meets criteria for barring from working with children then established procedures are followed. (DBS etc.)



OUTCOME: Unsubstantiated, False, Malicious

Designated Officer (LADO), School/Organisation and HR to prepare case summary of allegation and outcome. The School/Organisation will keep a record of the allegation within their confidential files.

