

HEATHFIELD COMMUNITY SCHOOL

MANAGEMENT OF ALLEGATIONS AGAINST STAFF – information taken from the School's Safeguarding Child Protection Policy



Date reviewed : November 2021
Date of next review : November 2022

Reviewer : Nicola Patmore – Assistant Head
Date of ratification by Governing Board : _____

Document Control		
Edition	Issued	Changes to previous
5	January 2017, 2018, 2019, 2020 2021	Please see highlighted in yellow

Policies / Documents referred to in this policy	Post Holders / Persons named in this policy
This policy links to other school policies on :	

STATEMENT OF PROCEDURES

PROCEDURES TO FOLLOW IF AN ALLEGATION IS MADE AGAINST A MEMBER OF STAFF

Never let allegations by a child or young person go unrecorded or unreported, including any made against you. [bold: In all instances the Designated Safeguarding Lead must be informed. If the allegation concerns the Designated Safeguarding Lead, then the Head must be informed. If the concern involves the Head then the Chair of the Board of Governors must be informed.]

In all situations the school's County HR contact and the Head Designated Officer (previously "LADO") must be informed. This will usually be done by the Head or the DSL.

If you receive a disclosure it is important to reassure the child/young person that what he/she says will be taken very seriously and everything possible done to help.

If you are in the room when a student begins to disclose concerns to another person, you should stay unobtrusively in the background. You may be able to support/witness what has been said if required.

Designated Officer (previously LADO) – inform of all allegations against a member of staff
Anthony Goble - AGoble@somerset.gov.uk
Somerset Direct : 0300 123 2224

Other contacts in the Local Authority (not for disclosures or allegations)

Safeguarding Adviser for Education – please email as below and you will be passed to the appropriate Team Manager
Front Door email : Educationsafeguarding@somerset.gov.uk

Advice (Somerset Direct) - email : sdinputters@somerset.gov.uk

Reviewed : September 2020 – NP