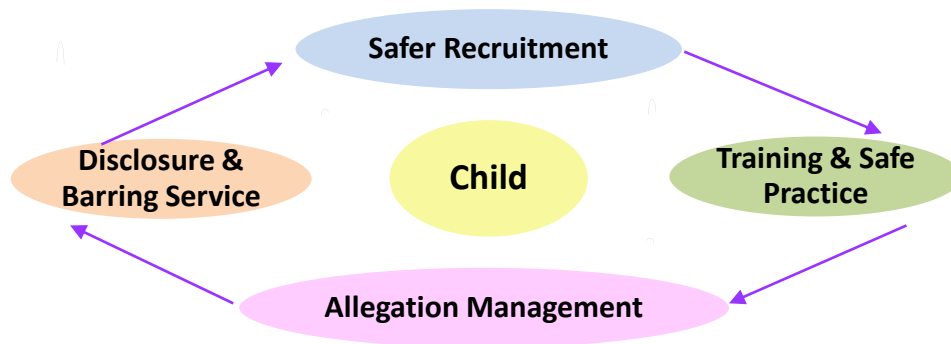


## **SAFEGUARDING CHILDREN**

The Management of Allegations against staff or volunteers who work with children  
Leaflet No 1: Overview

There is a duty on all agencies to make arrangements to safeguard and promote the welfare of children – Children Act 2004 and Education Act 2002. These Safeguarding principles apply to the management of staff and volunteers

### Effective Cycle of Practice & Safeguarding:



### **Effective Allegations Management**

All organisations that provide services for children, or provide staff or volunteers to work with or care for children, should operate a procedure for handling allegations that is consistent with:

**Working Together (2018) (Chapter 2)**

<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>

**Swindon Safeguarding Children Board Procedures - Child Protection (Chapter 1)**

<http://www.proceduresonline.com/swcpp/swindon/contents.html>

**Keeping Children Safe in Education (2018) (Chapter 4) if educational establishment**

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

### **Allegation Management Threshold**

Where an adult working with children may have:

- 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 towards a child or children in a way that indicates they may pose a risk of harm to children

\* Where the harm to a child may be at a Child Protection level (Significant Harm).

These thresholds apply to a wider range of concerns and allegations than where a child may be suffering significant harm. Identifying risk of harm is important, and can sometimes indicate harmful intentions as well as actions. Seeking advice and guidance through the Allegations Management System adds independence and an objectivity of view. This provides a more consistent and appropriate scrutiny across diverse workforces, and contributes to a greater level of Safeguarding.

### **Examples of Agencies this procedure applies to:**

Social Care	Education	Health	Police
Early Years	Youth Services	Voluntary Community Organisations	
Probation	CAFCASS	NSPCC	Foster Carers
Armed Forces	Secure Estates	Faith Groups	YOS

### **The Scope of the Allegation Management System:**

- It applies to all people who work with children either in a paid or voluntary basis, in all organisations, large or small. The work contact a person has with children can be either full or part time, and may be a small proportion of the individuals overall role within an organisation. It also applies to activity outside of work that reaches one or more allegation management threshold.

### **What Organisations need:**

- An Allegation Management Procedure consistent with the Swindon Safeguarding Children Board Child Protection Procedures (Chapter 1: Core Procedures)
- Designated Senior Managers for the operational management of allegations
- A Designated Senior Officer for the strategic responsibilities of allegation management

### **What Organisations should do when a concern / allegation arises:**

If one or more of the above allegation management thresholds may have been reached, the Designated Senior Manager should refer for advice on managing the allegation - see contact details below. The response to the referral will confirm if any immediate action is needed to protect children, and also to provide advice and guidance from the LADO about the management of the allegation or concern.

### **Allegation Management Referrals:**

#### **Next Steps:**

Allegation Management Referral Forms should be emailed securely to [LADO@swindon.gov.uk](mailto:LADO@swindon.gov.uk) via Egress / Switch. If you do not have Egress / Switch please contact us (details below) to acquire a secure link. Agencies with compatible secure email systems to GCSX can email to [lado@swindon.gcsx.gov.uk](mailto:lado@swindon.gcsx.gov.uk)

#### **Allegation Management contact details:**

Allegation Management Team - (01793) 463854  
Jon Goddard (LADO) - 07392 103019 (Monday - Wednesday, 9am - 5pm)  
Sean Capewell (LADO) - 07392 103032 (Monday to Friday, 9am - 5pm)  
Quality Assurance & Review Service, Clarence House, Euclid Street, Swindon, SN1 2JH

#### **Alternate route for urgent Child Protection concerns:**

If referrals are in relation to a pressing child protection issue, please alert the MASH Team on 01793 466903. The team can be contacted Monday to Thursday 8.30am-4.40pm, and Friday 8.30am-4pm. If you have a child protection concern for a child outside of these hours, please make contact with our Emergency Duty Service on 01793 436699.

**See Leaflet No 2: Flow Chart.**