

Gorsewood Primary School

Allegations of Abuse Against Staff and Volunteers Policy



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Approved by:	Mark Dennett - COG	Date: November 2024
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Next review due by:	15.09.25	



Allegations of Abuse Against Staff and Volunteers Policy

Policy Aims

This policy relates to statutory guidance from the DfE. This means the school must have regard to it when carrying out duties relating to handling allegations of abuse against teachers and other staff.

The procedures for doing so are outlined below:

- If an allegation is made against a teacher the quick response to that allegation should be a clear priority to the benefit of all concerned. At any stage of consideration or investigation, all unnecessary delays should be eradicated.
- In response to an allegation staff, If suspension is deemed appropriate, the reasons and justification should be recorded by the school and the individual notified of the reasons. Suspension however should not be the default option. An individual should only be suspended if there is no reasonable alternative.
- Allegations that are found to have been unfounded should be removed from personnel records and should not be referred to in employer references.
- Pupils that are found to have made unsubstantiated allegations may have breached school behaviour policies. The school should therefore consider whether to apply an appropriate sanction, which could include temporary or permanent exclusion (as well as referral to the police if there are grounds for believing a criminal offence may have been committed).
- All allegations should be reported straight away to the Head Teacher. In the absence of the Head Teacher reports should be made to the Deputy Head, or in cases where the Head Teacher themselves are the subject of the allegation or concerns, reports should be made to the Chair of Governors. The Local Authority designated officer (LADO) will also be able to provide advice and support.

Duties as an employer and employee

Employers have a duty of care to their employees. They should ensure they provide effective support for anyone facing an allegation and provide the employee with a named contact if they are suspended.

This guidance is about managing cases of allegations that might indicate a person would pose a risk of harm if they continue to work in regular or close contact with children in their present position, or in any capacity. It should be used in respect of all cases in which it is alleged that a teacher or member of staff (including volunteers) has:

- behaved in a way that has harmed a child, or may have harmed a child;
- possibly committed a criminal offence against or related to a child; or
- behaved towards a child or children in a way that indicates they would pose a risk of harm if they work regularly or closely with children.

It is essential that any allegation of abuse made against a teacher or other member of staff or volunteer is dealt in a fair and consistent way that provides effective protection for the child and at the same time supports the person who is the subject of the allegation, and as quickly as possible as is compatible with these aims.

Managing Allegations

A common sense approach will be taken when dealing with allegations. Many cases may well either not meet the criteria set out above at all, or may do so without warranting consideration of a police investigation or enquiries by Local Authority children's services. In these cases local arrangements will be followed to address cases quickly and without delay. Some rare allegations will be so serious as to require immediate intervention by the Local Authority's social care services and/or police.

Allegations of abuse against staff should not be dealt with under the school's general complaints procedure.

If such an allegation is made, the member of staff receiving the allegation will immediately inform the Headteacher, Emma Jackson. The Headteacher should then inform the Chair of Governors and on **all** such occasions will discuss the content of the allegation with the LA's Designated Officer (LADO) for Safeguarding Children in Education within 1 working day.

If the allegation made to a member of staff concerns the Headteacher, the deputy designated teacher will immediately inform the Chair of Governors (Mark Dennett) who will consult with the LADO.

Any concerns in relation to an allegation against an adult who works with children should be discussed with the Local Authority Designated Officer (LADO) in the first instance.

Contact the Safeguarding Children Unit and ask to speak to the LADO:

Organisation: Halton Borough Council

Telephone number: 0151 511 7925

All referrals must be made in writing using the LADO Consultation Form.

- [LADO Consultation Form](#)

Emails and referrals should be sent to:

LADO@halton.gov.uk in addition to safeguarding.adminteam@halton.gov.uk

The school will follow the LA procedures for managing allegations against staff:

https://www.proceduresonline.com/pancheshire/halton/p_alleg_against_staff.html

Other Relevant Documentation:

- [Working Together to Safeguard Children](#)
- [Keeping children safe in education - GOV.UK](#)
- [Prevent Duty Guidance](#)
- [Halton Children and Young people Safeguarding Partnership](#)

All members of staff and other regular "helpers" within the school will be asked to read this policy and sign to indicate their understanding and acceptance of the procedures indicated.

This policy will be reviewed on an annual basis, in conjunction with other Child Protection policies.

Date of Policy: November 2014

Reviewed: February 2018 (Changes to reflect recent documentation)
November 2020 (Changes to reflect recent documentation)
November 2021 (changes made to HT name)
November 2022 – LADO details updated
August 2022 – updates to links, introduction included.
September 2024 – link updates and date changes

Next Review: November 2025

Policy to be reviewed when there is a change in HBC Policy or a change in legislation.