

KEY POINTS

- Regardless of the nature of the allegation it **MUST BE REPORTED TO THE LOCAL AUTHORITY DESIGNATED OFFICER WITHIN 24 HOURS**. This must include situations where the worker resigns. Settlement agreements are not acceptable in any circumstance and may put others at risk in the future.
- Unless the allegation is clearly unfounded or false (e.g if the alleged person has never met the child or was not on duty) **THE ALLEGATION SHOULD NEVER BE REFERRED AS 'NO FURTHER ACTION'**. If it is a false and malicious allegation it should still be reported to the Local Authority Designated Officer for the Local Authority to decide if the Police need to take action against the person making the allegation or if a child has any need for assessment by Children's Social Care.
- **Complaints procedures are separate to the allegations management process.** Just because someone does not wish to make a complaint, it does not mean that the allegation should not be considered and investigated.
- The North West Regional Local Authority Designated Officer retention policy states that records will be kept for the following period:

| | |
|-----------------|---------------------|
| Malicious | 10 years and review |
| Unfounded | 10 years and review |
| False | 10 years and review |
| Unsubstantiated | 100 years |
| Substantiated | 100 years |

CONTACT US IF YOU HAVE A CONCERN ABOUT A CHILD, PLEASE TELL SOMEBODY WHO CAN HELP

**CHILDREN'S
MULTI AGENCY
SAFEGUARDING
HUB (MASH)
01253 477299**

**THIS SERVICE IS
ALSO AVAILABLE
OUT OF HOURS
01253 477600**

LOCAL AUTHORITY DESIGNATED OFFICER

Contact:

Tel: 01253 477541

Email: LADO@blackpool.gov.uk

INFORMATION FOR EMPLOYERS MANAGING ALLEGATIONS REGARDING ADULTS WHO WORK OR VOLUNTEER WITH CHILDREN OR YOUNG PEOPLE

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Blackpool Council



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THIS INFORMATION LEAFLET PROVIDES A BRIEF GUIDE TO THE ALLEGATIONS MANAGEMENT PROCESS AND THE ROLE OF THE LOCAL AUTHORITY DESIGNATED OFFICER IN BLACKPOOL

If you are faced with an allegation against an employee, volunteer or professional working or providing services to children, you must contact the Local Authority Designated Officer within one working day.

Failure to do this could put children and young people at risk of harm.

This leaflet is about managing allegations of abuse made against individuals who work with children and young people in any setting and occur in the workplace or relate to the individual's personal life.

It is important that all allegations of abuse of children and young people are treated seriously and in line with Blackpool's Managing Allegations Procedures.

The statutory guidance for the management of allegations can be found in Working Together 2018.

WHAT TO DO IF AN ALLEGATION AGAINST A STAFF MEMBER IS RECEIVED: THE FIRST FIVE MINUTES

Agency receives information regarding a possible allegation

Ensure children & young people are safeguarded. Refer to children's social care or police if required

Do not investigate the matter, question the alleged victim, alleged perpetrator or potential witnesses without formal consultation with the Local Authority Designated Officer

The Designated Senior Officer will discuss with the Local Authority Designated Officer and agree a course of action

Does not meet threshold

Action by the Setting via HR

Strategy meeting

WHAT HAPPENS NEXT?

If the allegation is discussed at a Strategy Meeting, it will decide:

- What is required to safeguard the child/ren involved
- What support is needed
- Whether a police and/or social care investigation is required or whether disciplinary procedures should be followed
- What information can be shared with the alleged perpetrator
- Whether the outcome of the allegation is:

Substantiated - Evidence was able to prove that it did happen as reported.

Unsubstantiated - It cannot be proven that it did or didn't happen as reported.

Unfounded - Evidence is available to prove that what was alleged did not happen or couldn't have happened or information has been misinterpreted

Malicious - A deliberate act to deceive. It is necessary to have evidence which proves this intention

False - It is known without a doubt that an allegation is untrue