Allegations Against Staff

If you have cause for concern about the behavior of a member of staff, manager or a member of our trustee board.
The matter should be bought to the attention of either the Manager (Jayne Rayner) jayne@alburghwithdentonpreschoolnursery.co.uk or the
Chair of Trustees (Hannah King) hannah772@msn.com

All allegations of abuse of children by those who work and/or volunteer with them, e.g. paid employees, volunteers, students, must be taken seriously. The allegations may relate to the persons behavior at work, at home or in another setting.

The concern will be fully investigated, and the information will be treated with the strictest confidence and a suitable explanation sought. Any action necessary will be taken and legal advice will be sought by the preschool management as required. The parent or carer (or person making the complaint) will be kept informed throughout the process as the matter is being dealt with.
Depending on the nature of the complaint, the suspension of the accused member of staff may take place whilst the investigation is ongoing.

What do we mean by inappropriate behavior

'Unacceptable behaviour can be defined as behaviour that creates, or has the potential to create, risk to the business or the health and safety of employees.'

- Failing to follow the charities policies, procedures and Code of Conduct
- Breeching data protection rules
- Inappropriate use of social media, resulting in a negative impact for either preschools, staff or the charity and its business

When working with children and young people, you must not:

• allow concerns or allegations to go unreported
• take unnecessary risks
• smoke on the premises or consume alcohol or use illegal substances
• develop inappropriate relationships with children and young people and/or family members
• make inappropriate promises to children and young people
• engage in behaviour that is in any way abusive, including having any form of sexual contact with a child or young person

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• let children and young people have your personal contact details (mobile number, email or postal address) or have contact with them via a personal social media account
• act in a way that can be perceived as threatening or intrusive
• patronise or belittle children and young people
• make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures to or in front of children and young people.

If necessary, contact will be made to the Local Authority Designated Officer (LADO) LADO@norfolk.gov.uk concerns are raised to LADO using the Referral & Consultation Form which once downloaded and completed, should be sent to LADO@norfolk.gov.uk.
The Children Act 1989 places a duty on local authorities to safeguard and promote the welfare of children in their area who are in need. Norfolk County Council has a statutory duty, to provide and manage the safeguarding process that considers any allegations made in respect of workers, and those in the position of trust e.g. volunteers, who work with children in their area.
LADO is responsible for leading on and facilitating the overall safeguarding processes delivered in conjunction with the preschool.
The scope of this multi-agency procedure is not limited to allegations involving significant harm, or suffering or likely to suffer significant harm to a child, the procedure will be applied in all situations where it us alleged that a person who works, or volunteers with children has;

- Behaved in a way which has harmed a child, 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 which indicates they may pose a risk of harm to children
- Behaved in a way that indicates they may not be suitable to work with children

The employer/agency should consider whether the subject of the allegation or concern has:

- Been the subject of criminal procedures that indicate a risk of harm to a child or adult at risk.
- Caused harm or possible harm to a child or vulnerable adult at risk and there is a risk in them working or volunteering in a caring environment.
- Contravened or continued to contravene the settings safeguarding procedures and policies.
- Failed to understand or comply with the need for clear personal and professional boundaries in the work place.
- Behaved in a way in their personal life which could put children and vulnerable adults at risk of harm

- Behaved in a way that undermined the trust placed in them by virtue of their position

- Children, who the individual parents are themselves, subject to Child Protection Procedures
- Has caring responsibilities for an adult who is subject to Adult Protection Procedures

Our LADO safeguarding process must consider the transferable risk for all children. If there are concerns about the behaviour or conduct of a person in their private life who is working or volunteering with children, the LADO must consider the transferable risk to those children.
Whilst some behaviours may not constitute a criminal offence, and some may not reach the threshold of Significant Harm, consideration will need to be given as to whether such behaviours may indicate unsuitability to work with children. Any such behaviour should be considered within the context of the four categories of abuse i.e. physical, sexual and emotional abuse and neglect.
These include concerns relating to inappropriate relationships with children or young people:

- Having a sexual relationship with a child under 18 if in a position of trust in respect of that child, even if consensual
- Grooming, i.e. meeting a child under 16 with intent to commit a relevant offence (see Section 16-19 Sexual Offences Act 2003)
- Other 'grooming' behaviour giving rise to concerns of a broader child protection nature e.g. inappropriate text/email messages or images, gifts, socialising etc (see Section 15 Sexual Offences Act 2003)
- Possession of indecent photographs/pseudo-photographs of children
- Qualified/unqualified staff becoming involved in a relationship with an ex-pupil under the age of 18, who is no longer at the school
- Sexual Exploitive behaviour
- Inappropriate Physical restraint or physical harm to a child

The LADO's responsibilities are:

- To quality assure and have oversight of the safeguarding investigation undertaken
- To be involved in the management and oversight of individual cases from all partner agencies of the NSCP which fall within this LADO procedure
- To provide advice and guidance to employers and agencies about the operation of this procedure, and their role and responsibilities within it

- To provide advice to parents and members of the public who contact the LADO Service as to which agencies/people to contact should they have concerns about the safety and welfare of a child / young person
- To liaise with all applicable agencies and organisations in respect of each safeguarding LADO process; including monitoring the progress of cases and ensuring each is dealt with as quickly as possible, in a thorough and fair process
- To keep records of all advice given, actions taken, and decisions made
- To chair all LADO Meetings, initial, review and final
- Liaise with chairs of Complex Abuse Strategy Meetings and any other relevant safeguarding meeting process
- To contribute to Norfolk Safeguarding Children Partnership inter agency safeguarding training programmes and awareness raising events
- To liaise with the Police and the Crown Prosecution Service, Ofsted and other regulatory bodies as necessary
- To maintain information databases in relation of all allegations and produce qualitative and quantitative reports for the NSCP and Department for Education

As a registered provider with OFSTED, we are required to use our judgement to determine whether we should notify Ofsted of significant events that take place within our setting. ***The greater the risk to children posed by the significant event, the more likely it is that we should notify OFSTED.***
As they need to know about anything significant that is likely to affect the suitability of individuals who care for, or are in regular contact with, children. Therefore, OFTSED will be notified and advice sought as required.

Email enquiries@ofsted.gov.uk or call 0300 123 1231.

Further information relating to this policy can be found by clicking on the links below.

https://norfolklscp.org.uk/about/policies-procedures/safer-workforce/83-allegations-against-persons-who-workvolunteer-with-children

https://assets.publishing.service.gov.uk/media/6849a7b67cba25f610c7db3f/Working_together_to_safeguard_children_2023_-_statutory_guidance.pdf

https://norfolklscp.org.uk/people-working-with-children/how-to-raise-a-concern