

## Allegations against staff and collaboration with LADO

**One individual works for The Create Approach Ltd and that is the owner of the company, Kelly Sherman. No one else is employed by The Create Approach Ltd and it is not the intention to employ anyone. No sub-contractors are used by The Create Approach Ltd.**

**This policy has been written if in the future anyone was employed to work for The Create Approach Ltd.**

**If a parent/career wishes to make an allegation and register their concern they are requested to contact either the BCP or Dorset LADO – email's and telephone numbers are as below.**

The **Pan-Dorset Multi Agency Safeguarding Procedures/BCP Local authority designated officer (LADO)** service should be used when there is an allegation or concern that any person who works with children, in connection with his/her employment or voluntary activity, has:

- Behaved in a way that has harmed, or may have harmed, a child;
- Possibly committed a criminal offence against children, 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;
- Behaved or may have behaved in a way that indicates they may not be suitable to work with children.

The contact number for BCP LADO is 01202 817600. Their email address is [LADO@bcpcouncil.gov.uk](mailto:LADO@bcpcouncil.gov.uk)

The LADO referral form can be accessed here - <https://www.bcpcouncil.gov.uk/documents/children-young-people-and-families/LADO-Referral-Form.pdf>

To contact the Dorset LADO, telephone 01305 221122, or please complete this e-referral form [Referral – Management of Allegations against people who work with children \(Dorset\)](#)

These behaviours 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 between members of staff and children or young people.

The Create Approach Ltd is not a maintained school, but the founder is an ex teacher and is committed to ensuring that it's education functions are exercised with a view to safeguarding and promoting the welfare of children in accordance with [KCSIE 2023](#), [Working Together to Safeguard Children](#) and [The Education act 2002](#).

Due to our position within The Create Approach Ltd and the nature of our work, our position often allows us to be able to observe potential outward signs of abuse and changes of behaviour in children and young people. Due to our role however, staff may also be open to accusations of abuse. Such allegations may be true, but they may also be false, misplaced or malicious.

This policy is to be used in conjunction with Part 4 of the Department for Education statutory guidance document [Keeping Children Safe in Education](#).

It should be read in conjunction with the procedure for dealing with allegations of abuse against members of staff and volunteers and other relevant statutory and guidance documents issued nationally or by the Department for Education and HM Government, as well as other related policies of The Create Approach Ltd.

This policy aims to ensure that all allegations are dealt with fairly, consistently and quickly and in a way that provides protection for the child/young person, whilst supporting the person who is the subject of the allegation. In the event a member of staff does not wish to report an allegation directly, or they have a general concern about malpractice within The Create Approach Ltd, reference can also be made to our whistle blowing policy. This policy complies with the framework for managing cases of allegations of abuse against people who work with children, as set out in relevant guidance and in the local inter-agency procedures; [Pan-Dorset Safeguarding Children Partnership](#).

### **Initial response**

The police will be contacted immediately if a child has been harmed, if there is an immediate risk of harm to a child, or the situation is an emergency.

In cases where the police are not contacted immediately the DSL, Kelly Sherman, will conduct a basic enquiry in line with local procedures to establish the facts to help determine whether there is any foundation to the allegation and then contact the LADO.

During this basic enquiry, the DSL, Kelly Sherman will ensure that any information that will be required by the LADO is collected and will be careful not to jeopardise any potential future police investigation. Once the DSL has conducted the basic enquiry, they will contact the LADO.

The DSL and LADO will discuss the nature, content and context of the allegation and decide if:

- No further action is needed.
- A strategy discussion should take place.
- There should be involvement from the police If the DSL, Kelly Sherman, is concerned about the welfare of other children in the community or the teacher's family, they will discuss these concerns with the LADO and conduct a risk assessment of the situation.
- If the allegation is about physical contact, e.g. restraint, the strategy discussion or initial evaluation with the LADO will take into account that facilitators and other staff are entitled to use reasonable force to control or restrain children in certain circumstances, including dealing with disruptive behaviour. Further information about the use of reasonable force can be found at paragraphs 163- 165 in Part Two of this guidance and on GOV.UK - [Use of reasonable force in schools - GOV.UK \(www.gov.uk\)](#)

Where the allegation includes behaviour outside of support time, an assessment of transferable risk to children with whom the person works will be undertaken where appropriate; advice will be sought from the LADO where there is any doubt.

### **No further action**

Where the initial assessment leads to no further action, the DSL and LADO will:

- Record the decision and justification for it.
- Agree on what information should be put in writing to the individual concerned and by whom.

## Reporting lines

This policy applies to all facilitators of The Create Approach Ltd and Kelly Sherman, the founder of The Create Approach Ltd and DSL. All facilitators **must** report allegations without delay, in line with the following reporting lines:

- Allegations regarding another facilitator will be reported to Kelly Sherman, the founder of The Create Approach Ltd and DSL.
- Allegations regarding Kelly Sherman, the founder of The Create Approach Ltd and DSL will be reported to the Local Authority Designated Officer (LADO).

## Contacting the LADO

If you have concerns regarding an adult who works with a child, then this should be reported to the Local Authority Designated Officer (LADO) within one working day.

The LADO will record all concerns, including allegations or offences emanating from outside of work. They will provide advice and guidance and help determine that the allegation sits within the scope of the procedures.

These roles are undertaken by the two Councils, and you can contact them as outlined below:

### Bournemouth, Christchurch & Poole LADO:

In the first instance, please could you report your concern/allegation against a person who works with children in Bournemouth, Christchurch and Poole via our referral form which can be accessed [here](#). Please complete the form according to your particular circumstance. Once completed, the form should be sent directly to [LADO@bcpcouncil.gov.uk](mailto:LADO@bcpcouncil.gov.uk), who will respond to your query as soon as possible.

If you are unsure whether the concern meets the Management of Allegations threshold for consideration, then please select the option for advice and guidance only within the form. The LADO will then contact you back via the contact details you provide in the form to discuss your query further.

If you would prefer to contact the LADO directly, or to discuss a concern that the LADO is already aware of, then please contact: 01202 817600 or [LADO@bcpcouncil.gov.uk](mailto:LADO@bcpcouncil.gov.uk).

**If the child lives in Bournemouth, Christchurch or Poole contact the Children's First Response Hub:**

The Children's Services First Response Hub provides the public and professionals with advice, information and support for children who are vulnerable and at risk and is made up of the Multi-Agency Safeguarding Hub (MASH) and Early Help Team.

You can contact the [BCP First Response Hub](#) to request support, or to report a concern about a child or young person.

There is also a revised **inter-agency referral form**, further enhancing the speed and ease of referrals

Call **01202 735046** from 8.30am to 5.15pm, Monday to Thursday and 8.30am to 4.45pm on a Friday

Or e-mail direct on: [childrensfirstresponse@bcpcouncil.gov.uk](mailto:childrensfirstresponse@bcpcouncil.gov.uk)

**Out Of Hours** – The Children's Social Care Out of Hour's service is the emergency response service for any child who is in crisis, needs urgent help or is at serious risk of significant harm. Hours of operation are 5pm to 9am from Monday to Friday, all day Saturdays and Sundays and all bank holidays, including Christmas Day and New Year's Day.

**Out of Hours Service on 01202 738256**

Email: [ChildrensOOHS@bcpcouncil.gov.uk](mailto:ChildrensOOHS@bcpcouncil.gov.uk)

#### **Dorset LADO:**

In the first instance, please could you report your concern/allegation against a person who works with children in Dorset, via our e-referral form which can be accessed here [Referral – Management of Allegations against people who work with children \(Dorset\)](#) . Please complete the form according to your particular circumstance. Once completed, the form will be sent directly to the LADO, who will respond to your query as soon as possible.

If you are unsure whether the concern meets the Management of Allegations threshold for consideration, then please select the option for advice and guidance only within the form. The LADO will then contact you back via the contact details you provide in the form to discuss your query further.

If you would prefer to contact the LADO directly, or to discuss a concern that the LADO is already aware of, then please contact **01305 221122** or [LADO@dorsetcouncil.gov.uk](mailto:LADO@dorsetcouncil.gov.uk)

For more detailed advice on what to do if an allegation is made against a member of staff, please go the [Pan-Dorset Multi-agency Safeguarding Procedures](#) and refer to the [Bichard Inquiry Report](#)

In case of emergency outside of the above hours please contact the **Out of Hours Team; Dorset**  
**If the child lives in Dorset contact the Children's Advice and Duty Service (ChAD):**

**Professional's Telephone Number: 01305 228558**

Daytime service is available Monday to Friday between 8am and 10pm, Saturday and Sunday 9am to 10pm and On-Call Out of Hours Service 24/7

**This is a professionals-only number to discuss your concerns, you will no longer complete a referral form.**

**The Dorset ChAD is being extended from 1 July 2023 to include an Early Help Hub and a multi-agency safeguarding hub (MASH). It will be a single point of contact and act as a 'front door' for all safeguarding concerns and early help referrals.**



The LADO will:

- Be involved in the management and oversight of individual cases which meet the threshold.
- Provide advice and guidance to employers and voluntary organisations.
- Liaise with the police and other agencies.
- Monitor the progress of cases to ensure that they are dealt with as quickly as possible, with a thorough and fair consistent process.

