

How to respond to an allegation against a member of staff working with children



If you receive information to suggest a member of staff 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*
- *Behaved towards a child or children in a way that indicates s/he would pose a risk of harm if they work regularly or closely with children*
- *Behaved in a way in their personal life that raises concerns. These concerns do not have to directly relate to a child*
- *Where a person who works in childcare, is living in the same household where another person who is qualified lives or is employed*

Please report the matter to the Local Authority Designated Officer (LADO) by calling:

0208 461 7669 or 0208 313 4325

or

**Children's Social Care out of hours Emergency Duty Team
0300 303 8671**

Or emailing:

lado@bromley.gov.uk

(use Egress to send identifiable personal information)

lado@bromley.gcsx.gov.uk (from government secure email accounts only, such as gov.uk, nhs.net or pnn.police.uk)

Please do not:

- *Investigate the allegation*
- *Ask leading questions*
- *Promise confidentiality*
- *Discuss the allegation with the accused person even if you have to suspend them*

Please do ensure:

- *Early years providers must also inform OFSTED once an allegation is made.*
- *If the child is injured the parents are advised and medical attention is sought*
- *The child and other relevant children are safeguarded from any potential risk of harm*

IF IN DOUBT SPEAK TO THE LADO