Police Referral to LADO

Allegations relating to Child Abuse perpetrated by a Police employee.

**Sussex Child Protection and Safeguarding Procedures:**

* [8.2 Allegations Against People who Work with, Care for or Volunteer with Children](https://sussexchildprotection.procedures.org.uk/tkyphy/children-in-specific-circumstances/allegations-against-people-who-work-with-care-for-or-volunteer-with-children/#s4075)
* The principles for effective information sharing as set out in the relevant statutory guidance and [Chapter 2.2 of the [Sussex Child Protection and Safeguarding Procedures](https://sussexchildprotection.procedures.org.uk/pkypph/information-sharing-and-confidentiality/information-sharing).](https://sussexchildprotection.procedures.org.uk/pkypph/information-sharing-and-confidentiality/information-sharing)

To be completed if a professional receives an allegation or has a concern about the behaviour of a member of staff working or volunteering with children and that concern could amount to:

1. behaved in a way that has *harmed* or may have harmed a child
2. possibly committed a *criminal offence* against or related to a child
3. Behaved towards a child or children in a way that indicates he or she may pose a risk of harm to children or in the case of teachers behaved towards a child or children in a way that indicates he or she would pose a risk of harm if they work regularly or closely with children, is unsuitable to work with children.
4. Behaved or may have behaved in a way that indicates they may not be suitable to work with children

This form should be used when an allegation has been made about a worker regarding their formal role with children or when there has been an allegation made in their private life.

You may be asked to provide associated relevant documentation with this referral form. Once the information has been evaluated by the LADO you will be advised re the appropriate action to be taken.

**Referrer Details**

|  |  |
| --- | --- |
| Date of referral |  |
| Date allegation reported to referrer |  |
| Date of incident |  |
| Referrers name |  |
| Referrers job title |  |
| Place of work & address |  |
| Tel number |  |
| Email |  |
| Who is your Designated Manager/Child Protection Lead |  |

**Details of potential victim/child** please repeat box if more than one child

|  |  |
| --- | --- |
| Name |  |
| DOB |  |
| Gender |  |
| Ethnicity/Religion |  |
| Home address/tel |  |
| Parent’s/carers names/contact details |  |

**Details of person/s subject to the allegation** please repeat box if more than one person

|  |  |
| --- | --- |
| Person subject to allegation |  |
| Job title |  |
| DOB |  |
| Home address |  |
| Ethnicity/religion |  |
| Length of employment |  |
| If they are an agency worker please give contact details for the agency |  |
| Have they been subject to previous allegations/concerns and if so provide full details |  |
| Does this person work/volunteer in any other capacity with children if so please give details? |  |
| Does this person have children of their own? If so, please provide details |  |

**Allegation Details**

|  |  |
| --- | --- |
| What are we worried about? Full details of allegation e.g. injuries, medical treatment, context, witnesses etc. |  |
| What action has been taken and has HR advice been sought? |  |
| Date of alleged incident |  |
| Date allegation reported to referrer |  |
| Category of Abuse Alleged – please tick | |  |  |  |  | | --- | --- | --- | --- | | Physical | Emotional | Sexual | Neglect | |  |  |  |  | |
| Did an allegation of physical harm follow a restraint? | Yes No |
| Is this a work or private life matter |  |
| Who else has been informed regarding allegation |  |

**Please provide below any other information of relevance**

Please include any relevant additional details such as: Issues of disability/communication for child or parent/carer; any previous allegation; any professionals working with the child or family e.g. social worker; any communication/language needs; any disability or impairments

|  |
| --- |
|  |

**Please return this form to the LADO for the area in which the member of staff is stationed, not where the allegation relates to:**

**West Sussex**

Email: [lado@westsussex.gov.uk](mailto:lado@westsussex.gov.uk)

**East Sussex**

Email: [lado@eastsussex.gov.uk](mailto:lado@eastsussex.gov.uk)

**Brighton & Hove**

Email: [ladoenquiries@brighton-hove.gov.uk](mailto:ladoenquiries@brighton-hove.gov.uk)

**Data security: when emailing this form please ensure it is sent safely, using password protection if needed.**

**Next Steps**

The Local Authority Designated Officer (LADO) is responsible for the oversight and management of allegations made against employees.

The LADO will evaluate the information provided on this form to determine whether the allegation meets the Allegations Management Thresholds. This may involve consulting with revelent statutoiry agencies such as the police, Children’s Social Care and Ofsted.

The employer must not commence an internal investigation before the LADO has responded to the referral. It is the responsibility of the Police and the Children’s Services to investigate allegations of abuse involving children. Any such intervention at this stage could jeopardize a potential criminal investigation. The employer may make basic enquiries to determine whether there may be some potential foundation to the allegation. The enquiries should be minimal to establish the facts of the allegation, if these were not established or were unclear at the time of the concern being raised.

**Please note:** When the next steps have been agreed and you speak with the staff member you must inform them that WSCC LADO department will be keeping a record of this case. You must also follow your organisation’s procedures for informing your regulatory and professional bodies.