



Managing Allegations of abuse against Staff & Volunteers in Schools

Date of c Sept 2018	Reason for review	Date of next review	Reviewer/Approval Body
Creation/review Sept 2018 Summer 2022			Trustees SILG FRAR LGB LGB-Finance CEO Headteacher
Summer 2025	YEAT Policy Cycle	Summer 2028	

Headteacher/Chair of Governors must report all allegations against staff and volunteers to the **LADO (Local Authority Designated Officer)**.

Initial Action

- The person who has received an allegation or witnessed an event will immediately inform the headteacher and make a record.
- The Procedural Guidance issued by NYC will be followed.
- In the event that an allegation is made against the headteacher the matter will be reported to the Chair of Governors and CEO who will proceed as the 'headteacher'.
- The headteacher will take steps, where necessary, to secure the immediate safety of children and any urgent medical needs.
- The member of staff will not be approached at this stage unless it is necessary to address the **immediate** safety of children.
- The headteacher may need to clarify any information regarding the allegation, however no person will be formally interviewed or asked to give a formal statement at this stage.
- The headteacher will consult with Education LADO (see below) in order to determine if it is appropriate for the allegation to be dealt with by school or if there needs to be a meeting with social care and/or the police to consider if they should undertake an investigation.
- Consideration will be given throughout to the support and information needs of pupils, parents and staff.
- The Headteacher will inform the Chair of Governors of any allegation.
- The Headteacher will inform the CEO of any allegation.