



Managing Allegations

Purpose

Abi Nursery takes all allegations against staff seriously and will respond quickly and appropriately to protect children.

This policy applies to all staff, students, volunteers and anyone working with children at Abi Nursery.

The welfare of the child is the **primary concern at all times**.

Allegations Covered by This Policy

This policy applies where a person working with children has:

- behaved in a way that 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 they may pose a risk of harm to children
 - behaved in a way that indicates they may not be suitable to work with children.
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Procedure

Step 1 - Report the Allegation Immediately

Any allegation or concern must be reported immediately to:

Designated Safeguarding Lead

Abi Williams

If the allegation involves the DSL, it must be reported to:

Deputy DSL / Deputy Manager

Chris McCulloch

If a child is in immediate danger, staff must contact **Police (999)**.

Step 2 - Contact the Local Authority Designated Officer (LADO)

The **Local Authority Designated Officer (LADO)** must be contacted **within one working day** of the allegation being reported.

Barnet LADO

020 8359 4066

The nursery **must not begin an internal investigation before consulting LADO**.

The LADO will:

- provide advice and guidance
 - determine whether the allegation meets the harm threshold
 - decide whether police or Children's Social Care need to be involved
 - oversee the management of the case.
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Step 3 - Inform Ofsted

Ofsted must be notified of allegations that may affect the **suitability of staff to work with children**.



Ofsted

0300 123 1231

Step 4 - Follow Safeguarding Advice

Following consultation with LADO, actions may include:

- referral to **Children's Social Care (MASH)**
- police investigation
- internal disciplinary procedures
- suspension of staff where necessary to protect children.

Abi Nursery will cooperate fully with all safeguarding agencies.

Supporting the Child and Staff Member

The nursery will ensure:

- children involved are protected and supported
 - staff are treated fairly during the process
 - confidentiality is maintained wherever possible.
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Record Keeping

All allegations and outcomes will be recorded securely.

Records will include:

- details of the allegation
- actions taken
- advice received from LADO
- outcome of the investigation.

Records will be retained in accordance with safeguarding guidance.

Key Safeguarding Contacts

Barnet LADO

020 8359 4066

Barnet MASH (Children's Social Care)

020 8359 4066

Out of hours emergency duty team

020 8359 2000

Ofsted

0300 123 1231

Police

999