

Employers

If you employ or manage people who work (paid or unpaid) with children, your organisation will need to have a procedure for dealing with allegations against a member of staff/volunteer. If you have a concern about a member of staff who has:

- ◆ Behaved in a way that has, or may have, harmed a child;
- ◆ Possibly committed a criminal offence against or in relation to a child;
- ◆ Behaved towards a child in a way that indicates s/he is unsuitable to work with children;

And if you are the person in your organisation who is responsible for dealing with that concern you **must** consult with the Local Authority Designated Officer (LADO) **within 1 working day** (Working Together to Safeguard Children 2018).

**Contact the Merton
LADO Business Support at:
LADO@merton.gov.uk
and on:
020 8545 3179**

Contacts for referrals

Please complete LADO Referral form within 1 working day of allegation/ concern being made.

Send securely to:

lado@merton.gov.uk

Local authority, Health & Police:

lado@merton.gov.uk.cjism.net

Schools:

USO FX

LADO Merton

Other Useful Contacts

**MASH (Multi-Agency
Safeguarding Hub)**

020 85 45 4226/7

Fax 020 85454 204

Mash@merton.gov.uk

Social Care Services

(Outside Office Hours)

020 8770 5000

Ofsted: 0300 123 1231

LADO PROCEDURES



Managing Allegations Against Adults Who Work With Children



What is the LADO Procedure?

The LADO procedure sets out how allegations of abuse against people who work with children should be managed ('LADO' stands for 'Local Authority Designated Officer'). It is separate from a Child Protection investigation, and is designed to deal primarily with the professional aspect of an allegation in a neutral and sensitive way. This includes assessing the immediate and continued risk to children in the work setting, and identifying support for professionals against whom an allegation has been made. The blueprint for Merton's LADO procedure is taken from the London Child Protection Procedures (5th Edition) and 'Working Together 2018'

The LADO

Merton LADO: John Shelley
London Borough of Merton
Civic Centre, 12th Floor
London Rd
Morden
SM4 5DX
✉: LADO@merton.gov.uk
☎: 0208 545 3179

The LADO's key role is to:

- ◆ Provide advice/guidance to employers or voluntary organisations;
- ◆ Liaise with police and other agencies including Ofsted and other regulatory bodies;
- ◆ Monitor the progress of cases to ensure they are dealt with as quickly as possible, consistent within a thorough and fair process;
- ◆ Seek to resolve any inter-agency issues;
- ◆ Collect strategic data and maintain a confidential database in relation to allegations.

What will the LADO advise you when you refer an allegation?

- ◆ Next steps (i.e. referral to Children's Social Care/ Police or disciplinary);
- ◆ Whether/ how to inform the accused person;
- ◆ How to inform child's parents/ carers;
- ◆ Their view regarding suspension, although the decision rests with the employer;
- ◆ How they will monitor the outcome.

LADO Procedure Flowchart

