

# LISCARD PRIMARY SCHOOL

## Managing Allegations Procedures

*(Allegations made against Staff, Supply Staff, Volunteers & Contractors)*



|                                    |                                                                                    |
|------------------------------------|------------------------------------------------------------------------------------|
| <b>Policy Operating Period:</b>    | September 2026 to September 2027                                                   |
| <b>Adopted by Governing Body:</b>  | 22 September 2026                                                                  |
| <b>Due for Annual Review:</b>      | 22 September 2027                                                                  |
| <b>Policy Authors &amp; Leads:</b> | Jane Fagan (Headteacher) & Marie Caton (Senior Family Support Worker / Deputy DSL) |

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## Key Safeguarding Contacts & LADO Details

| Role / Position                                              | Name                              | Contact Information                                                            |
|--------------------------------------------------------------|-----------------------------------|--------------------------------------------------------------------------------|
| <b>Headteacher / Case Manager</b>                            | Jane Fagan                        | 0151 638 3910                                                                  |
| <b>Deputy Designated Safeguarding Leads</b>                  | Marie Caton & Leanne Quarry-Ellis | 0151 638 3910                                                                  |
| <b>Chair of Governors (Case Manager for Headteacher)</b>     | George Lucking                    | 0151 638 3910 (via Business Manager Joanne Johnson)                            |
| <b>Nominated Safeguarding Governor</b>                       | Sarah Brear                       | 0151 638 3910 (via Business Manager Joanne Johnson)                            |
| <b>Local Authority Designated Officer (LADO)</b>             | Kevin Dykes                       | safeguardingunit@wirral.gov.uk / kevindykes@wirral.gov.uk                      |
| <b>Wirral Integrated Front Door (Children's Social Care)</b> | Duty Team                         | 0151 606 2008 (Mon-Fri 9-5) / 0151 677 6557 (Out of hours) / ifd@wirral.gov.uk |

## 2. Rationale, Ethos & Statutory Framework

This policy forms an integral part of Liscard Primary School's whole-school approach to safeguarding. It must be read in conjunction with the school's Child Protection-Safeguarding Policy and Procedure (September 2026), Appendix 3 (Allegations of Abuse Made Against Staff / Those in a Position of Trust), Staff Code of Conduct, Policy for Safer Working Practice, Low-level Concerns policy and the Whistleblowing Policy.

Liscard Primary School is a Rights Respecting School underpinned by the UN Convention on the Rights of the Child (UNCRC). In particular, these procedures reflect Article 19 (protection from all forms of violence, abuse, and neglect), Article 28 (right to education), Article 29 (development of a child's full potential), and Article 31 (right to relax and play).

These procedures set out the framework for managing allegations against all adults working in or on behalf of the school, including permanent staff, supply teachers, agency workers, volunteers, contractors, and governors. They align strictly with Keeping Children Safe in Education (KCSIE 2026), Working Together to Safeguard Children (2026), the Children's Wellbeing and Schools Act 2026, the Crime and Policing Act 2026, and the Wirral Safeguarding Children Partnership (WSCP) inter-agency procedures.

**Core Objectives:** The primary objectives of these procedures are to:

- Ensure effective Child Protection while providing fair, consistent, and supportive management of staff subject to allegations.
- Ensure all allegations meeting the statutory threshold are referred to the Local Authority Designated Officer, Kevin Dykes (LADO) within 24 hours (1 working day).
- Prevent premature internal investigations that could prejudice police inquiries or statutory child protection investigations.
- Uphold strict confidentiality under Section 141F of the Education Act 2002 to protect children and staff from unwanted publicity.

### 3. Scope of Procedures & Threshold Criteria

These procedures apply to all cases where it is alleged that a current teacher, staff member, supply worker, volunteer, or contractor has met one or more of the statutory LADO threshold criteria:

- **1. Harm Threshold:** Behaved in a way that has harmed a child, or may have harmed a child.
- **2. Criminal Offence:** Possibly committed a criminal offence against or related to a child.
- **3. Risk of Harm:** Behaved towards a child or children in a way that indicates they may pose a risk of harm to children.
- **4. Suitability & Transferable Risk:** Behaved or may have behaved in a way that indicates they may not be suitable to work with children.

**Note on Conduct Outside School:** Transferable Risk:

Allegations regarding an adult's personal life, parenting, or conduct outside of school (including digital activity) must be evaluated for 'transferable risk'. Where outside conduct indicates potential unsuitability to work with children, the Headteacher must consult the LADO immediately.

**Classification Framework:** Distinction Between Levels of Concern:

- **Harm Threshold:** Allegations Meeting Harm Threshold: Governed by this policy. Mandatory consultation with LADO within 24 hours.
- **Low-Level Concerns:** Low-Level Concerns: Inappropriate conduct inconsistent with the Staff Code of Conduct that does NOT meet the harm threshold. Managed internally under the Low-Level Concerns Policy.

### 4. Immediate Actions & Reporting Protocols

**Mandatory Pre-Consultation Rule:** CRITICAL RULE: NEVER INFORM THE ACCUSED ADULT OR COMMENCE AN INTERNAL INVESTIGATION PRIOR TO CONSULTATION WITH THE LADO.

When a member of staff receives an allegation or observes concerning conduct, they must follow this sequence immediately:

- **Step 1: Immediate Internal Notification:** Immediately report the allegation to Headteacher Jane Fagan (or Chair of Governors George Lucking if the allegation involves the Headteacher).
- **Step 2: Child Protection & Medical Needs:** Ensure the immediate physical safety of children and arrange urgent medical treatment if required.
- **Step 3: Preserve Evidence:** Secure relevant physical evidence, electronic records, and CCTV footage immediately. Do NOT interview pupils, staff, or witnesses at this stage.
- **Step 4: Immediate Statutory Referral (If Harm Ongoing):** If a child is suffering or at risk of immediate significant harm, call Integrated Front Door (0151 606 2008) and/or Police (999/101) immediately.
- **Step 5: LADO Consultation:** The Headteacher / Case Manager must complete and submit the official Wirral LADO Referral Form to [safeguardingunit@wirral.gov.uk](mailto:safeguardingunit@wirral.gov.uk) within 24 hours (1 working day).

## 5. LADO Referral & Multi-Agency Pathways

Upon receiving the LADO Referral Form, LADO Kevin Dykes (or Duty Officer) will review the criteria and determine one of two primary routes:

### 1. Threshold Not Met: Route A: Allegation Does NOT Meet LADO Threshold

The LADO returns the form with written rationale. The matter is closed to LADO and returned to Liscard Primary School to handle internally under school HR, disciplinary, or low-level concern procedures.

### 2. LADO Threshold Met: Route B: Allegation MEETS LADO Threshold

An Initial LADO Management of Allegation Meeting is convened with the Headteacher/Case Manager, HR, Police, and Children's Social Care to share information, assess risk, and determine the investigation pathway:

- **Pathway 1: Police Criminal Investigation:** Takes precedence over all internal processes. School must pause internal disciplinary actions until Police grant clearance.
- **Pathway 2: Children's Social Care Assessment:** Children's Social Care leads a Section 47 Enquiry and convenes a Strategy Discussion.
- **Pathway 3: School Management Investigation:** Where no criminal offence or social care intervention is required, LADO authorizes the school to appoint an Investigating Officer to conduct an internal management investigation.

## 6. Suspension Principles & Alternatives

Suspension is **NEVER** an automatic response or default position. It is considered only where there is reasonable cause to suspect children are at risk of harm or the case is so serious it could warrant summary dismissal.

**Alternatives to Suspension:** Prior to suspending an employee, the Headteacher and LADO must formally evaluate and record alternatives to suspension:

- Redeploying the individual to an alternative role with no direct contact with the child/children concerned.
- Providing a supervising colleague when the staff member is in contact with children.
- Moving the child/children to alternative classes where practical (in consultation with parents and ensuring it is not perceived as a penalty).
- Temporarily redeploying the staff member to another setting or administrative location.

**Suspension Protocol:** Requirements If Suspension Is Necessary:

- Written notification detailing the rationale and confirming suspension must be provided within 1 working day.
- A named school contact must be appointed to provide regular updates on case progress and workplace news.
- The employee must be advised to contact their professional association or trade union representative immediately.

## 7. Managing Allegations Against Supply Staff & Contractors

Supply teachers, agency staff, and contractors are under the direct supervision and control of Liscard Primary School while working on site. The school takes the lead in managing allegations because the agency lacks direct access to children and witnesses.

- The Headteacher will immediately inform the supply agency's Designated Safeguarding Lead that a LADO referral is being made (unless doing so puts a child at risk).
- Agency HR representatives must be invited to all LADO strategy meetings and kept informed of investigation outcomes.
- Liscard Primary School will NOT compromise by reaching settlement agreements or simply terminating agency contracts without fully completing the LADO investigation and making necessary statutory referrals.

## 8. Formal LADO Investigation Outcomes

At the conclusion of the investigation, a LADO Closure Meeting is held to agree on one of five statutory outcome definitions:

| Outcome Category       | Statutory Definition & Guidance                                                                                                  |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <b>Substantiated</b>   | There is sufficient evidence to prove the allegation that harm occurred or there is a risk of harm.                              |
| <b>Unsubstantiated</b> | There is insufficient evidence to either prove or disprove the allegation (this does not imply guilt or innocence).              |
| <b>Unfounded</b>       | There is no evidence or proper basis supporting the allegation; the source misread the incident or lacked full context.          |
| <b>False</b>           | There is sufficient evidence to disprove the allegation. No deliberate intent to deceive (may signal abuse occurring elsewhere). |
| <b>Malicious</b>       | There is sufficient evidence to disprove the allegation AND evidence of a deliberate act to deceive or cause harm.               |

## 9. Statutory Referrals, Record Keeping & Confidentiality

### 1. Mandatory DBS Referrals: Disclosure and Barring Service (DBS) Referral:

Under the Safeguarding Vulnerable Groups Act 2006, Liscard Primary School has a strict legal duty to make a referral to the DBS within 1 month if an individual is dismissed, resigns, or ceases to provide services following a substantiated allegation, or where the 'harm test' is satisfied.

### 2. Teaching Regulation Agency: Teaching Regulation Agency (TRA) Referral:

Where a member of teaching staff is dismissed for serious misconduct (or resigns prior to dismissal), the Headteacher must consult HR and LADO regarding a referral to the TRA for prohibition consideration.

### 3. Personnel Records & References: Record Retention Rules:

- Substantiated Allegations: Retained on the confidential personnel file for 10 years from the date of allegation or until normal pension age (whichever is longer), and indefinitely under national inquiry standards.
- False or Malicious Allegations: Completely removed and deleted from the individual's personnel file.
- Job References: Must NEVER refer to allegations that are proven false, unsubstantiated, or malicious. Only substantiated allegations resulting in formal disciplinary sanctions may be referenced.

#### 4. Confidentiality & Public Reporting: Statutory Confidentiality:

Under Section 141F of the Education Act 2002, publication of any material that could lead to the identification of a teacher who is the subject of an allegation is a criminal offence while investigations are ongoing. Parents, staff, and governors must maintain strict confidentiality.

## 10. Wirral LADO Procedure Flowchart Summary

Below is the structured step-by-step summary of the Wirral Safeguarding Children Partnership LADO Allegations Procedure:

**Step 1: Concern / Allegation Received:** Staff member immediately informs Headteacher Jane Fagan. No internal interviews conducted.

**Step 2: Immediate Safeguarding:** Headteacher secures child safety & medical needs. CCTV & records preserved.

**Step 3: LADO Referral (Within 24 Hours):** Headteacher submits LADO Referral Form to [safeguardingunit@wirral.gov.uk](mailto:safeguardingunit@wirral.gov.uk). Call IFD (0151 606 2008) / Police if harm is ongoing.

**Step 4: LADO Threshold Review:** LADO determines if threshold met. If NO this will move to an Internal school action. If YES a LADO Management Meeting will be convened.

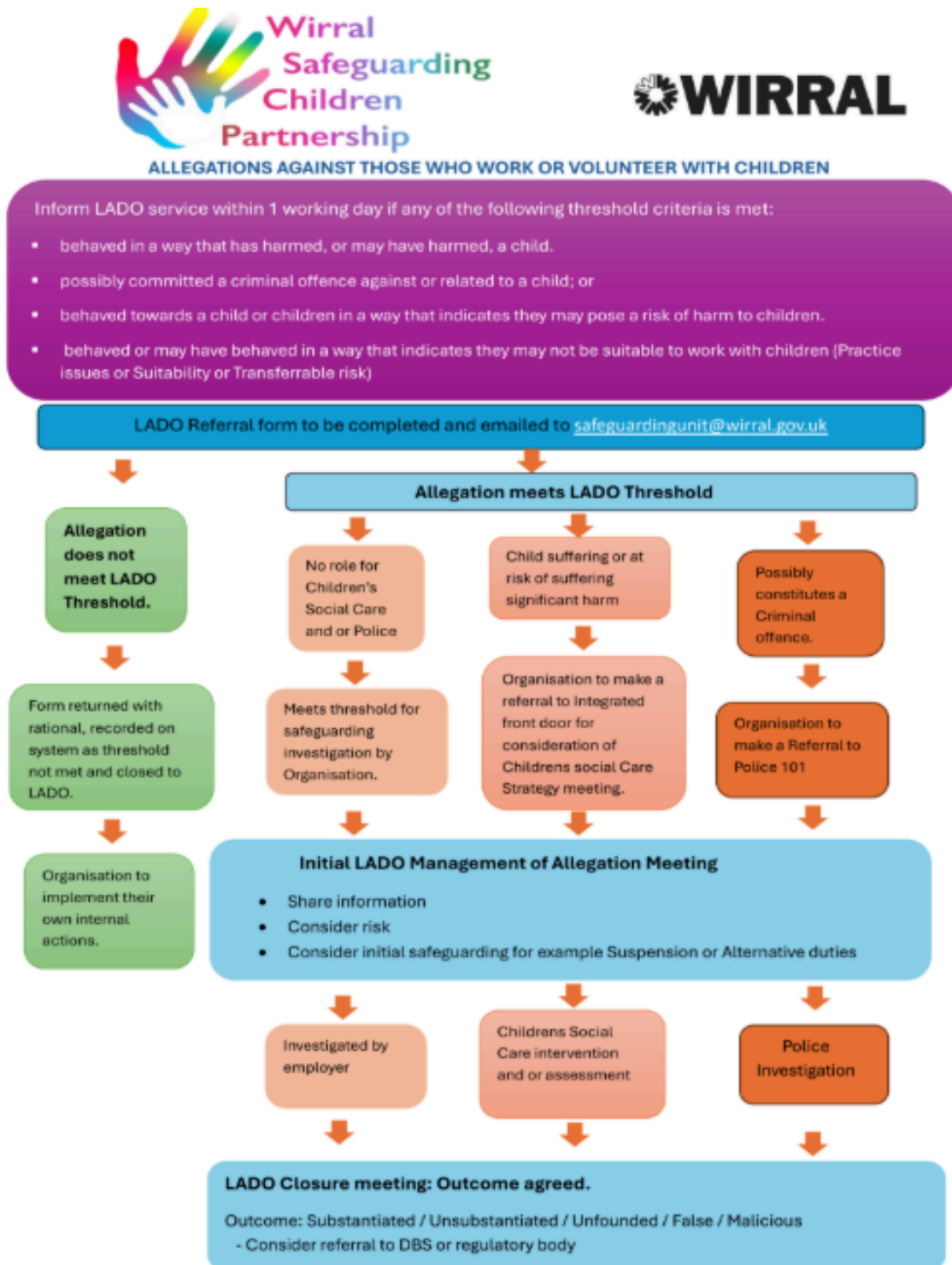
**Step 5: Multi-Agency Pathway:** LADO meeting agrees route: Police Criminal Investigation, Social Care Sec 47, or School Management Investigation.

**Step 6: Risk & Suspension Review:** Evaluate alternatives to suspension. If suspended, written reasons within 1 working day & named contact assigned.

**Step 7: LADO Closure & Outcome:** Meeting agrees outcome (Substantiated / Unsubstantiated / Unfounded / False / Malicious).

**Step 8: Follow-up & Statutory Actions:** If substantiated, refer to DBS / TRA. Review lessons learned with LADO. Support a return to work if cleared.

## Appendix A



## Appendix B



### One Minute Guide – Local Authority Designated Officer (LADO)

#### Statutory Guidance

Working Together to Safeguard Children (2026) states that local authorities should have a Local Authority Designated Officer (LADO) to be involved in the management and oversight of allegations made against adults who work or volunteer with children and young people.

Throughout the LADO process, the child's voice will be heard and safeguarding children will remain paramount. When the Wirral LADO is involved

The Wirral LADO oversees allegations and concerns about adults who work or volunteer with children and young people in Wirral when the following criteria are met.

The adult has allegedly:

- 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 they may pose a risk of harm
  - Behaved, or may have behaved, in a way that indicates they may not be suitable to work with children
- These criteria apply to the adult's behaviour in the workplace, community, and home or social life.

#### Referrals to LADO

Allegations meeting the above criteria should be referred to the LADO within one working day using the LADO referral form.

LADO referral forms are available via the Wirral Safeguarding Children Partnership website ([LADO webpage](#)).

Completed referral forms must be sent directly to the safeguarding inbox: [safeguardingunit@wirral.gov.uk](mailto:safeguardingunit@wirral.gov.uk)

#### What happens next

Once a completed referral form is received, the LADO will provide an initial response as promptly as possible, advising whether the threshold for LADO involvement is met.

The LADO will liaise with the Police, Children's Social Care, and other relevant agencies as required and will have oversight of all investigations to ensure a timely, thorough, and fair process.

#### LADO Allegation Management Meeting

Where further action is required under LADO procedures, a LADO Allegation Management Meeting will be convened in most cases within five working days. The LADO chairs the meeting. The employer will always attend, and other attendees may include Police, Children's Social Care, HR and regulatory bodies such as Ofsted and CQC.

The adult who is the subject of the allegation does not attend the LADO Allegation Management Meeting.

#### Closure Meeting

Cases are closed once all enquiries are complete and outcomes are agreed. The employer is informed, records are updated, and any required actions or referrals (e.g. DBS or regulatory bodies) are completed. Learning should inform future safeguarding practice. Safeguarding remains paramount and employers must ensure appropriate ongoing support and risk management.

Appendix C - Referral form

<https://www.wirralsafeguarding.co.uk/wp-content/uploads/2026/07/LADO-Referral-form-Updated-July-2026-.docx>



**Allegations Against Adults Who Work  
with Children –  
Referral FORM**

**STRICTLY CONFIDENTIAL**

**The contents of this report are not to be reproduced, copied, or divulged in any way.**

**Information is not to be discussed with, or revealed to, persons who are not required in the interests of the child to have such information.**

**All enquiries for the use of any such information should be made to the Local Authority Designated Officer.**

**To be completed by the Senior Manager (or other designated person to provide the information) of the employing agency for the adult concerned. Form to be completed in detail and emailed to: Wirral LADO at [Safeguardingunit@wirral.gov.uk](mailto:Safeguardingunit@wirral.gov.uk) within 24 hours of allegation being made.**

**All Referral forms submitted to LADO will be reviewed and responded to as promptly as possible.**

**THE LADO PROCEDURE DOES NOT REPLACE SAFEGUARDING PROCEDURES. THE INTEGRATED FRONT DOOR/POLICE MUST BE CONTACTED IF YOU SUSPECT A CHILD HAS BEEN HARMED OR IS AT RISK OF IMMEDIATE HARM.**

**INCIDENT AND REPORTING TIMELINE**

|                                                               |  |
|---------------------------------------------------------------|--|
| <b>DATE ALLEGED INCIDENT OCCURRED</b>                         |  |
| <b>IF THE ABOVE DATE IS APPROXIMATE, PLEASE GIVE DETAILS?</b> |  |
| <b>DATE REFERRER BECAME AWARE OF CONCERN</b>                  |  |
| <b>DATE AGENCY REFERRED TO THE LADO</b>                       |  |

**ADULT AGAINST WHOM THE ALLEGATION HAS BEEN MADE**

Without the below details, we are unable to complete mandatory checks or record the Referral on our system.

|                                                |  |                  |  |
|------------------------------------------------|--|------------------|--|
| <b>FULL NAME</b>                               |  |                  |  |
| <b>DATE OF BIRTH</b>                           |  |                  |  |
| <b>GENDER</b>                                  |  | <b>ETHNICITY</b> |  |
| <b>CURRENT ADDRESS</b>                         |  |                  |  |
| <b>ORGANISATION - EMPLOYER</b>                 |  |                  |  |
| <b>JOB TITLE OF ADULT</b>                      |  |                  |  |
| <b>PLACE OF WORK</b>                           |  |                  |  |
| <b>Is the setting Ofsted regulated?</b>        |  | Yes/No/Unknown   |  |
| <b>Please provide URN field if it's known</b>  |  |                  |  |
| <b>REGULATORY BODY DETAILS if applicable</b>   |  |                  |  |
| <b>DBS CERT NUMBER &amp; DATE OF CLEARANCE</b> |  |                  |  |

|                                                                                                                                                                                                                                                                                                            |                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>Agency Staff –</b><br>If you have commissioned the adult to work in your organisation via an employment Agency it is your responsibility to inform the Safeguarding Lead of the Agency that you are making a Referral to the LADO, unless to do so would place a child or young person at risk of harm. |                         |
| <b>Agency Staff Employer ALL CONTACT DETAILS OF AGENCY TO BE PROVIDED</b>                                                                                                                                                                                                                                  | NAME/EMAIL/PHONE NUMBER |
| <b>OTHER ROLES INVOLVING CHILDREN OR YOUNG PEOPLE</b> - It is important that prior to submitting this form, you.<br>Seek to obtain if the professional is working/volunteering in any other capacity with children and young people                                                                        |                         |
| <b>EMPLOYMENT HISTORY EMPLOYER / DATES / POSITION</b>                                                                                                                                                                                                                                                      |                         |
| <b>DOES YOUR AGENCY HOLD DETAILS OF ANY PREVIOUS COMPLAINT, CONCERN OR ALLEGATION AGAINST THIS ADULT?</b>                                                                                                                                                                                                  | YES/NO                  |
| If yes, please provide details including date, investigation and outcomes including any previous referrals to the children's safeguarding unit:                                                                                                                                                            |                         |

## REFERRER DETAILS

|                  |  |
|------------------|--|
| REFERRER NAME    |  |
| JOB TITLE        |  |
| ORGANISATION     |  |
| ADDRESS          |  |
| TELEPHONE NUMBER |  |
| EMAIL ADDRESS    |  |

**CHILD'S DETAILS**

|                                                                                           |  |                                    |  |
|-------------------------------------------------------------------------------------------|--|------------------------------------|--|
| <b>NAME</b>                                                                               |  |                                    |  |
| <b>DATE OF BIRTH</b>                                                                      |  |                                    |  |
| <b>GENDER</b>                                                                             |  | <b>ETHNICITY</b>                   |  |
| <b>CURRENT ADDRESS</b>                                                                    |  |                                    |  |
| <b>HAS A REFERRAL BEEN MADE TO IFD</b>                                                    |  | YES/ NO                            |  |
| Please provide details.                                                                   |  |                                    |  |
| <b>HAVE THE POLICE BEEN INFORMED?</b>                                                     |  | YES/NO                             |  |
| Please provide the police reference number. If known the name and contact details of OIC. |  |                                    |  |
| <b>IS THE CHILD KNOWN TO WIRRAL SOCIAL CARE?</b>                                          |  | YES / NO / UNKNOWN/OTHER AUTHORITY |  |
| <b>SOCIAL WORKERS/ KEY WORKER EMAIL ADDRESS:</b>                                          |  |                                    |  |

**OTHER CHILDREN INVOLVED**

|                        |  |                  |  |
|------------------------|--|------------------|--|
| <b>NAME</b>            |  |                  |  |
| <b>DATE OF BIRTH</b>   |  |                  |  |
| <b>GENDER</b>          |  | <b>ETHNICITY</b> |  |
| <b>CURRENT ADDRESS</b> |  |                  |  |

|                                                  |                                     |
|--------------------------------------------------|-------------------------------------|
| <b>IS THE CHILD KNOWN TO WIRRAL SOCIAL CARE?</b> | YES / NO / UNKNOWN/ OTHER AUTHORITY |
| <b>HAS A REFERRAL BEEN MADE TO IFD</b>           |                                     |
| <b>SOCIAL WORKERS/ KEY WORKER EMAIL ADDRESS:</b> |                                     |

**ADULT AGAINST WHOM THE ALLEGATION HAS BEEN MADE OWN/CONNECTED CHILDREN** if known.

|                             |  |                      |  |
|-----------------------------|--|----------------------|--|
| <b>YES/NO</b> please select |  | <b>RELATIONSHIP</b>  |  |
| <b>NAME</b>                 |  | <b>DATE OF BIRTH</b> |  |
| <b>ADDRESS</b>              |  |                      |  |

## Allegation Details

**Please provide a factual, detailed chronology about the allegation including all your involvement to date.**

This should include who has reported the allegation; where and when it occurred, who has witnessed (potential witness to be included) the incident and what has been alleged.

If the adult's behaviour related to their behaviour outside of their workplace, please state where the alleged behaviour occurred.

**The LADO threshold to consider is, has the adult:**

- § behaved in a way that has harmed, or may have harmed, a child.
- § possibly committed a criminal offence against or related to a child; or
- § behaved towards a child or children in a way that indicates they may pose a risk of harm to children.
- § behaved or may have behaved in a way that indicates they may not be suitable to work with children

|                                                       |               |                                                                                  |  |
|-------------------------------------------------------|---------------|----------------------------------------------------------------------------------|--|
| <b>Allegation Details:</b>                            |               |                                                                                  |  |
| <b>IS THE ADULT IS<br/>AWARE OF THE<br/>REFERRAL?</b> | <b>YES/NO</b> | <b>IF THE ADULT HAS<br/>NOT BEEN INFORMED,<br/>WHO WILL INFORM<br/>THE ADULT</b> |  |

|                           |        |                                                                                              |        |
|---------------------------|--------|----------------------------------------------------------------------------------------------|--------|
| <b>IS CCTV AVAILABLE?</b> | YES/NO | <b>HAVE ANY STATEMENTS OR FACT-FINDING INFORMATION BEEN GATHERED</b> (if yes, please attach) | YES/NO |
|---------------------------|--------|----------------------------------------------------------------------------------------------|--------|

### To be completed by LADO/Duty LADO ONLY

|                                                                                |                                                                      |        |                                          |         |             |                    |  |  |  |  |
|--------------------------------------------------------------------------------|----------------------------------------------------------------------|--------|------------------------------------------|---------|-------------|--------------------|--|--|--|--|
| <b>NATURE OF THE ALLEGATION</b>                                                | Physical                                                             | Sexual | Emotional                                | Neglect | Suitability | No Risk Identified |  |  |  |  |
| <b>IS THE ALLEGED PHYSICAL ABUSE LINKED TO AN AUTHORISED RESTRAINT</b>         | YES / NO / UNKNOWN                                                   |        |                                          |         |             |                    |  |  |  |  |
| <b>DOES THE ALLEGATION INVOLVE COMMUNICATION TECHNOLOGY</b>                    | YES / NO / UNKNOWN please indicate i.e. phone/social media/computer. |        |                                          |         |             |                    |  |  |  |  |
| <b>IS A CSC STRATEGY MEETING TO BE CONVENED?</b>                               | YES/NO                                                               |        |                                          |         |             |                    |  |  |  |  |
| <b>IS A LADO MANAGEMENT of ALLEGATIONS MEETING TO BE CONVENED?</b>             | YES/ NO                                                              |        | <b>PROPOSED DATE AND TIME OF MEETING</b> |         |             |                    |  |  |  |  |
| <b>REFERRAL TO CHILDREN'S SOCIAL CARE FOR THE ADULT'S CHILDREN TO BE MADE?</b> | YES/NO                                                               |        |                                          |         |             |                    |  |  |  |  |
| <b>HAVE THE POLICE BEEN INFORMED?</b>                                          | YES/NO                                                               |        |                                          |         |             |                    |  |  |  |  |
| <b>NAME AND CONTACT DETAILS OF INVESTIGATING POLICE OFFICER IN CHARGE</b>      |                                                                      |        |                                          |         |             |                    |  |  |  |  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |        |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--|
| <b>RECORD OF LADO's INITIAL DISCUSSIONS AND ACTIONS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |        |  |
| <p><b>LADO THRESHOLD</b></p> <p>The LADO threshold to consider is, has the adult:</p> <ul style="list-style-type: none"> <li>§ behaved in a way that has harmed, or may have harmed, a child.</li> <li>§ possibly committed a criminal offence against or related to a child; or</li> <li>§ behaved towards a child or children in a way that indicates they may pose a risk of harm to children.</li> <li>§ behaved or may have behaved in a way that indicates they may not be suitable to work with children.</li> </ul> |        |  |
| <b>DOES THIS MEET THRESHOLD FOR INVESTIGATION UNDER LADO</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                | YES/NO |  |
| <b>NAME OF LADO/DUTY LADO</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |        |  |
| <b>DATE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |        |  |