3.4, 3.5, 3.6, 3.7, 3.8

My Little Barn Owls

Roberttown

Safeguarding

Allegations against a practitioner/volunteer

We aim to ensure allow children in our care are safe from harm at the centre and outside the centre. We ensure all parents know how to complain about the behaviour or actions of staff or volunteer within the setting, which may include allegations of abuse, it is essential that any allegation be dealt with quickly and consistently, in a way that provides effective protection for children and at the same time supports the staff.

If an allegation is made against a member of staff within My Little Barn Owls, we will endeavour to resolve the allegation a professional manner.

* We follow the guidance of the Kirklees Safeguarding children board when receiving an allegation of abuse against a member of staff.
* The concerned staff member will not be approached at this stage unless they impose an immediate risk to the children.

All details of the allegation will be recorded and reported to the local authority designated officer (**LADO)** WHO CAN BE CONTACTED ON:

Kirklees.LADO@kirkleesgcsx.gov.uk

**Within one working day of the allegation being made.**

* The LADO will discuss the allegation with the owners and managers Karen Thomas and Rebecca Barraclough and where necessary obtain further details of the allegation and the circumstances in which it was made. They will also consider whether there is enough evidence that establishes that the allegation is false or there is not enough evidence, or whether disciplinary action is appropriate.
* If the allegation is found to be true and there is reasonable cause to suspect that abuse did take place or is taking 0place, then the LADO will immediately refer the matter to the children’s social care services and arrange for strategy discussion to be held, then this should be occur as soon as possible and will include LADO (usually as the chair) and the safeguarding officer.

The named officer Rebecca Barraclough must cooperative fully in any investigation carried out by LADO and children’s social care in conjunction with the police.

* If the LADO and children’s social care services agree that in the circumstances, Rebecca Barraclough will suspend the member of staff in question. This is to protect the staff as well as children and families throughout the process.

**Allegations against a practitioner/volunteer continued**

* Ofsted will be notified regarding the allegation as soon as is reasonably practical, But at least within 5 days of it occurring.

**Allegation can also be reported to Keys reporting who will advise you on what action to take.**

**They can be contacted through.**

**keysreporting@kirklees.gov.uk** **or** **CPRU.reports@kirklees.gov.uk**

* Confidentially will be adhered to at all times.
* Confidential records of the allegations will be kept of the allegation and all subsequent proceedings.

The safeguarding children board procedures and guidelines can be accessed at

WWW.KIRKLEESSAFEGUARDINGCHILDREN.CO.UK