



Suffolk Safeguarding Children Board

LADO – Local Authority Designated Officer

The LADO will provide advice and guidance to employers and voluntary organisations. They liaise with the police and other agencies and monitor the progress of cases to ensure that they are dealt with as quickly as possible, consistently with a thorough, fair and proportionate process.

The framework for managing allegations is set out in statutory guidance contained in *Working Together to Safeguard Children 2018*.

The guidance outlines procedures for managing allegations against people who work with children and young people in any capacity, whether paid, unpaid, volunteers, casual, agency or anyone self-employed. The LADO may become involved in matter which relate to activities in a person in a position of trust's personal life which raise possible safeguarding concerns.

The LADO **must** be contacted within one working day in respect of all cases in which it is alleged that a person who works with children has:

- 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; or
- Behaved towards a child or children in a way that indicates they pose a risk of harm to children.

There may be up to three strands in the consideration of an allegation:

- Enquiries and assessment by Children and Young People's Service about whether a child is in need of protection or in need of services
- A police investigation of a possible criminal offence
- Consideration by an employer of disciplinary action in respect of the individual.

The LADO is responsible for:

- Providing advice, information and guidance to employers and voluntary organisations around allegations and concerns regarding paid and unpaid workers and recommending a referral as appropriate.
- Guidance to employers and voluntary organisations of their role in ensuring alleged adults have access to a fair and thorough process with consistent support.

- Recommendations on progressing referrals and chairing a strategy meeting where necessary.
- Managing and overseeing individual cases from all partner agencies.
- Ensuring the child's voice is heard and that they are safeguarded.
- Monitoring the progress of cases to ensure they are dealt with as quickly as possible.

The LADO is involved from the initial phase of the allegation through to the conclusion of the case and working closely with other agencies, employing organisations and voluntary organisations.

Local Authority Designated Officers can be contacted via email on LADO@suffolk.gov.uk or using the LADO central telephone number **0300 123 2044** for advice and consultation.

See **Suffolk Safeguarding Children Board Procedures – ‘Arrangements for Managing Allegations of Abuse against People who work with Children or in a Position of Trust’** on the [LADO page](#) of their website.