

# Wicklewood Primary School and Nursery



## Allegations made against school staff guidance

### **Responsible Person**

The person for the updating of this policy is: The Headteacher

### **Review and Monitoring**

This policy will be reviewed every year by the Full Governing Body.

### **Reviewed:**

Signed: M. Talbot (Chair)

Date: 22.1.20

Signed: J. Brooks (Headteacher)

Date: 22.1.20

Next Review due: Spring 2021

## Contents

**(Viewing online? click on the headings below to jump to the relevant section)**

1. Introduction.....	2
2. Procedure for handling allegations of abuse .....	2
3. The Local Authority Designated Officer for Child Protection.....	2
4. HR support .....	3
Appendix 1 – Table of changes .....	4

### **1. Introduction**

- 1.1 Schools have clear responsibilities for dealing with allegations of abuse of children made against their staff, whether those staff are paid or unpaid.
- 1.2 The statutory guidance entitled *Keeping children safe in education* applies under Section 175 of the Education Act 2002, the Education (Independent School Standards (England) Regulations 2010 as amended by SI 2012/2962 and the Education (Non-Maintained Special schools) (England) Regulations 2011. Schools must have regard to it when carrying out their duties to safeguard and promote the welfare of children. It should be read in conjunction with 'Working together to safeguard children. Links to both of these documents can be found under weblinks in the 'Allegations of abuse' section of HR InfoSpace.

In addition procedural guidance is outlined in the 'Norfolk Local Safeguarding Children's Board (NSCB) 'Allegations against persons who work with children' procedure. That procedure (section 8.3) gives guidance to schools on how to comply with the 'Keeping children safe in education' document.

### **2. Procedure for handling allegations of abuse**

- 2.1 Schools should follow the Norfolk Local Safeguarding Board 'Allegations against persons who work with children' procedure (Section 8.3 of the NSCB policies and procedures manual on the NSCB website) when allegations or concerns of abuse are identified. A link to this document can be found under weblinks in the 'Allegations of abuse' section of HR InfoSpace.

### **3. The Local Authority Designated Officer for Child Protection**

- 3.1 The Local Authority Designated Officer (LADO) plays a key role in the process of dealing with allegations of abuse against staff.
- 3.2 The LADO for Norfolk schools can be contacted on 01603 307797.

#### 4. HR support

- 4.1 At appropriate stages in the process for dealing with allegations of abuse, support can be obtained from Educator Solutions HR Services (01603 307760 or [HRenquiry@educatorsolutions.org.uk](mailto:HRenquiry@educatorsolutions.org.uk)). Particularly during any internal investigation stage and, if there appears to be foundation to the allegations, through the disciplinary process, schools are strongly advised to involve their allocated HR Consultant to ensure that the various procedures are adhered to and that the rights of staff are recognised and met.

**Appendix 1 – Table of changes**

<b>Date of change</b>	<b>Paragraphs affected</b>	<b>Summary of update</b>
06/07/2018	1.2	Wording updated to take account of the update to KCSE statutory guidance.
1/3/17	All	New formatting due to launch of new HR website, HR InfoSpace – no change to content.