



# ALLEGATIONS MATTER

LADO Briefing





# Who are your Barnsley Local Authority Designated Officers?

- **Sian Christian-** Designated LADO
- **Service Manager-** Lexi Preston
- **Business Support Officer-** Leanne Plummer
- **DUTY LADO's** (Child Protection Conference Chair's):
  - Emma Morgan
  - Caroline Rhodes
  - Jade Coldwell
  - Andrea Woodcock
  - Lauren Stephenson

Following the murders of Holly Wells and Jessica Chapman in Soham by Ian Huntley, **The Bichard Inquiry 2004 (amongst others)** led to the introduction of the Local Authority Designated Officer.

Duties are outlined in the legislation that underpins safeguarding, Working Together and Keeping Children Safe in Education.

KCSIE is refreshed each year.



# When should a referral be made to LADO?

**A referral should be made to LADO when there is an allegation that an individual who works or volunteers with children has:**

- Behaved in a way that has harmed or may have harmed a child;
- Possibly committed a criminal offence against or related to a child
- Behaved towards a child or children that indicates he or she would pose a risk of harm to children
- Behaved in a way that indicates they are unsuitable to work with children

**This could be at work or in their family or home life.**

# Important Information

Referrals to LADO should take place within **one working day** of the referrer becoming aware of the concern and **prior** to any formal investigation commencing.

LADO only deals with matters relating to children. Referrals regarding adults who work or volunteer with adults must be made to adults social care.

LADO is area specific, therefore Barnsley LADO only deals with matters relating to adults who work with children in the Barnsley area.



# Who could be referred to LADO?



Places of Worship  
Childminders Guides  
Cubs Passenger Assistants  
After School Clubs Schools  
Churches Foster Care Agencies  
Playgroups Nurseries Colleges  
Health Services Taxi Drivers  
Scouts Gymnastics Clubs  
Emergency Services  
Sports Clubs

# Who should refer to LADO?

- Employers have a duty to refer matters to LADO that meet the criteria.
- Police and Social Care should make referrals regarding adults who come to their attention.
- Referrals can be made to LADO by any organisation or individual who becomes aware of an allegation that meets the relevant criteria.
- All professionals working with children have a safeguarding responsibility towards children and if they are in doubt in respect of whether an allegation has been referred to LADO (whether that be in a personal or professional capacity), consideration should be given to making a referral.
- Referrals can be made to LADO by members of the public including parents.



# How to make a LADO referral?

**All referrals and requests for advice should be made to LADO using the LADO referral form.**

This can be obtained via the BMBC website or via this QR code.

Ideally, this should be prior to a telephone call as this allows the referral to be added to the LADO recordings system where the details of discussions will be recorded.

Completed referral forms should be returned by secure email to: [LADO@barnsley.gov.uk](mailto:LADO@barnsley.gov.uk)

Advice matters not meeting threshold, or requesting advice as to whether a referral should be made should be completed as Tier 1 only.

Full referrals should be submitted as Tier 2/3 referrals.





# What information should be included in a LADO referral?

The information that the referrer has will depend upon the remit in which they are referring.

- Requests for advice should include details of referrer, details of organisation where the individual works and a brief description of the concern.
- All matters progressing referrals should include a minimum of **name, address, date of birth, organisation** where individual works/ volunteers, details of **victim** (where relevant) and details of **allegation** including the **voice of the child/** affected person.
- In addition to the above, referrals from employers should include details of any **previous safeguarding concerns**, whether the individual works or volunteers in any **other roles** with children and whether the individual has any other **caring responsibility** for children.

If this information is not provided and LADO consider that this is required, the referrer is likely to be asked to obtain the information, which could be from discussions with the individual themselves.

- The LADO will also require details of any **accounts provided**, any **injuries** that the child/ affected person may have as a result of the alleged incident, details of any **CCTV evidence** and details of **action taken** to date.

**NB a LADO process cannot progress without details of the individual's workplace.**

# Role of the LADO during the process

- Ensure that the voice of the child is heard.
- Ensure that the voice of the adult is heard.
- Ensure that support needs of the child and adult are considered.
- Ensure that there is consideration by external agencies where relevant ie Social Care, Police, Governing and Regulator bodies.
- Ensure that there is a plan in place that protects both the subject and children pending investigation.
- Ensures that there is appropriate information sharing between agencies.
- Ensure that there is a proper investigation into any allegations raised.
- Co-ordinate allegations management meetings as required.
- Ensures that appropriate action is taken following investigation such as disciplinary outcomes, information sharing and DBS referrals.

# LADO outcomes

All cases open to LADO will finalise with one of the following outcomes. The outcome recorded under the LADO process is based upon the balance of probabilities, and not the burden of proof.

Outcome
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**NB every allegation has to reach an outcome within the above criteria**

# Points to remember:

- NFA in respect of a criminal investigation does not mean that what was alleged did not happen. The Police work to a very different evidential criteria.
- If the LADO is not satisfied that decisions and actions have been taken in the best interests of children and an agreed outcome cannot be reached informally, the LADO will use the BMBC escalation process. Although the LADO does not have the power to overturn any decisions, but does have a duty to escalate matters if decisions made to raise concerns regarding the safety of children.
- The LADO does not investigate matters. The LADO oversees and manages investigations.
- The LADO does not generally have direct contact with the subject child or affected person. Communications with those individuals will usually be discussed and agreed during the process.

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# Points to remember:

- The LADO during the process will discuss any lessons learnt and or changes that could be made to processes in place.
- Cases referred to LADO remain open until an outcome is reached.
- In cases where there is a criminal investigation the LADO will remain involved right up until the Court hearing which determines whether the individual is found guilty of the offence or not.
- There are no statutory timescales in respect of a LADO process. A LADO process could take anywhere between 3 days and a number of years. Barnsley's longest case commenced in 2019 and remains ongoing in 2025 due to a planned criminal trial in 2026.

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# LADO contact details

Email address: [LADO@barnsley.gov.uk](mailto:LADO@barnsley.gov.uk)

Phone number: 01226 772341

Allegations against staff, carers or volunteers. Tri-  
ex procedures:

<https://barnsleyscp.trixonline.co.uk/chapter/allegations-against-staff-carers-or-volunteers>

Allegations  
against  
staff



One minute Guide:

<https://www.barnsley.gov.uk/media/z3cbepko/la-do-one-minute-guide.pdf>

One  
minute  
guide

