

## **Safeguarding Allegations Against Staff Member/Whistle Blowing**

*It is important that a staff member avoids putting themselves in situations that may lead to allegations being made against them. However, if an allegation is made against a member of staff by a parent or another member of staff, the following action will be taken:*

*Haddenham Puddleducks Pre-school's DO (Designated Officer) will contact the LADO (Local Authority Designated Officer) within 24 hours and inform Ofsted (**as soon as it is reasonably practicable. Failure to comply is committing an offence**) and Safeguarding in Education, Social Care, Child Protection and Sexual Crime Unit (as appropriate) - contact and flow chart details below.*

*If an allegation is made against the manager, by a parent to another member of staff the staff member will contact the LADO, see contact details and appendix 2.*

### **The member of staff should:**

- *Be treated fairly, honestly and helped to understand the concerns expressed and processes involved*
- *Be kept informed of the progress and outcome of any investigation and the implications for any disciplinary or related process*
- *If suspended, be kept up to date about events in the workplace*
- *An investigation will take place by the Management Committee's HR Officer (with due care not to interfere with any investigation by the child protection authorities or the police) in line with the compiles guidance published by Buckinghamshire Safeguarding Children Board*

### **Confidentiality**

*Every effort should be made to maintain confidentiality and guard against publicity while an allegation is being investigated or considered. Apart from keeping the child, parents and accused person up to date with the progress of the case, information should be restricted to those who have a need to know in order to protect children, facilitate enquiries, manage related disciplinary or suitability processes.*

### **Referral**

*If the allegation is substantiated and the person is dismissed or the employer ceases to use the person's services, or the person resigns or otherwise ceases to provide his/her services:*

- *the LADO should discuss with the employer whether a referral should be made to the DfES List 99, Protection of Children Act List and/or a regulatory body*
- *Inform Ofsted and the DBS of the allegation so their registers can be updated*

*In compiling a report for a barring or regulatory body, the employer will be offered guidance by the LADA in:*

- *Ensuring that wherever possible, the employer receives sufficient evidence from Social Care enquiries and Police investigations*
- *Assisting in the interpretation of outcomes and professional opinion*
- *Assisting in the identification of risks to children*

*If a referral is to be made it should be submitted **within 1 month**.*

*Consideration will then be given to whether the individual should be barred from, or have conditions imposed in respect of working with children.*

**All allegations against staff should be reported to Ofsted and to the Local Authority Designated Officer detailed on page 16**

## **Safeguarding Contact Numbers**

For advice call Haddenham Puddleducks Pre-school DO/Child Protection Officer Pam Robins Manger or her Deputy Debbie Durham on 07857 966788 or Child Protection Advisor Hazel Cringle on 01844 292602

### **Helplines and Referrals**

**Buckinghamshire County Council** First Response is a single point of contact for Buckinghamshire's Children's Social Care.

Telephone: 0845 4600 001 (local rate call 01296 383962)

Out of hours: 0800 999 7677

E mail: [cypfirstresponse@buckscc.gov.uk](mailto:cypfirstresponse@buckscc.gov.uk) or

[secure-cypfirstresponse@buckscc.gcsx.gov.uk](mailto:secure-cypfirstresponse@buckscc.gcsx.gov.uk)

**All allegations against staff must be reported to Ofsted and to the Designated Officer detailed below:**

Local Authority Designated Officer

Children & Young People (LADO)

**New County Offices**

Walton Street, Aylesbury

Bucks, HP20 1YU

Tel: 01296 382070

**The Early Years Designated Managers** can provide advice and support in the event of an allegation or query/concern.

Early Years Designated Senior Manager for allegations against the childcare workforce

Alison Terry

Tel: 01296 387147

Early Education Funding Project Leader

E-Mail: [aterry@buckscc.gov.uk](mailto:aterry@buckscc.gov.uk)

Deputy Early Years Designated Managers

Dinah Ames

Tel: 01296 387111

E-mail: [dames@buckscc.gov.uk](mailto:dames@buckscc.gov.uk)

Christine Sansbury

Tel: 01296 387111

E-mail: [csansbury@buckscc.gov.uk](mailto:csansbury@buckscc.gov.uk)

**Buckinghamshire Family Information Service (BFIS)**

01296 383065

[www.bucksfamilyinfo.org](http://www.bucksfamilyinfo.org)

**Buckinghamshire Safeguarding Children Board (BSCB)**

[www.bucksscp.org.uk](http://www.bucksscp.org.uk)

(includes guidance on managing allegations and safe recruitment practices).

**Child Exploitation and On-line Protection Centre**

0870 000 3344

[www.ceop.police.uk](http://www.ceop.police.uk)

**Child Protection and Sexual Crime Unit (Police)**

01628 816935

**Department for Education**

[www.gov.uk/government/organisations/department-for-education](http://www.gov.uk/government/organisations/department-for-education)

0370 000 2288

**Disclosure and Barring Service (DBS)**

01325 953 795

[www.gov.uk/government/organisations/disclosure-and-barring-service](http://www.gov.uk/government/organisations/disclosure-and-barring-service)

**National Society for the Prevention of Cruelty to Children (NSPCC)**

0808 800 5000

[www.nspcc.org.uk/](http://www.nspcc.org.uk/)

[help@nspcc.org.uk](mailto:help@nspcc.org.uk)

**Ofsted**

0300 123 1231

[www.ofsted.gov.uk](http://www.ofsted.gov.uk)

*This policy was adopted at a meeting after the AGM of Haddenham Puddleducks Pre-school held in February 2020*

*Signed on behalf of Haddenham Puddleducks Pre-school by .....*