Achieve in God’s love.
St Edward’s Catholic Primary School is at the heart of a community rooted in its core values.
Our children, by their actions grow in the image of God.

Statement of Procedures for dealing with allegation of abuse against staff

At St Edward’s Catholic Primary we take the safeguarding of our children seriously. Should there be an allegation of abuse against staff we will follow the Statutory Guidelines as recommended by DFE October 2012 or whichever is the most recent guidance.

What legislation does this guidance refer to?

- The Children Act 1989
- Section 175 of the Education Act 2002 (local authorities, governing bodies of maintained schools and institutions in the further education sector)
- The Children Act 2004
- Section 11 of the Children Act 2004 (other agencies)
- Sections 141F, 141G and 141H3 of the Education Act 2002

Key Points:

- If an allegation of made against a teacher then a quick resolution will be a priority for the benefit of all concerned.
- In response to an allegation all other options should be considered before suspending a member of staff
- Allegations that are found to be malicious should be removed from personnel records and should not be referred to in any employer references
- Pupils that are found to have made malicious allegations are likely to have breached school policies and the school should consider appropriate sanctions with a referral to the police if there are grounds for believing a criminal offence may have been committed.
Our school has procedures for dealing with all such allegations and make it clear that all allegations must be reported immediately to the Headteacher and to the Chair of Governors in her absence or in cases where the Headteacher has allegations made against them. The LADO, the Diocese and KCSP will also be informed and advice sought.

**In the event of an allegation:**

The Headteacher/Chair of Governors will inform the LADO and the DSL Lead at KCSP and discuss the allegation with them.

The LADO will consider the nature, content and context of the allegation and agree a course of action.

The LADO may request that the case manager obtains additional information such as previous history.

If the case manager feels there is immediate danger to children they may refer immediately to the police.

The initial sharing of information may lead to a decision that no further action should be taken which will be recorded and put in writing.

The case manager will then consider what further action should be taken in respect of the individual and the person who made the allegation.

The case manager will inform the accused of the allegation as soon as possible following discussion with the LADO.

Careful consideration will be made as to whether the accused should be withdrawn from contact with children at the school or what alternative arrangements can be made until the allegations are resolved.

All options to avoid suspension will be made.

If the allegation is not demonstrably false or unfounded and there is cause to suspect a child is suffering or likely to suffer significant harm a strategy discussion will be convened and action taken.

If further investigation is required this can normally be undertaken by a senior member of staff or an independent investigator can be employed.

If the allegation is found to be false then a decision will be made as to what further action should be taken, if any.

Care will be taken both of the alleged perpetrator and alleged victim.
Confidentiality

It is extremely important that when an allegation is made then every effort is made to maintain confidentiality and guard against unwanted publicity. The Education Act 2011 introduced reporting restrictions which apply until the accused person is charged with an offence or the Secretary of State requires publication of disciplinary action.

Timescales

It is in everyone’s interests to resolve concerns quickly with a consistent and thorough investigation. All allegations must be investigated as a priority to avoid any delay.

For those cases where it is immediately clear that the allegation is unfounded or malicious should be resolved within a week.

If the nature of the allegation does not require formal disciplinary action then we will take appropriate action within 3 working days.

If a disciplinary hearing is required then a hearing should take place within 15 working days.

The LADO has overall responsibility for oversight of the procedures and providing advice and guidance.